

WAR DEPARTMENT

TECHNICAL MANUAL

RAIL TRANSPORTATION

ZONE OF THE INTERIOR

April 8, 1941



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WAR DEPARTMENT,
WASHINGTON, April 8, 1941.

RAIL TRANSPORTATION

ZONE OF THE INTERIOR

Prepared under direction of
The Quartermaster General

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CHAPTER 1

GENERAL

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1. Purpose.—This manual was prepared for use by Army personnel assigned to transportation duties in the zone of the interior. It is intended both as a guide for those who have had no previous transportation experience and as a ready-reference text for experienced personnel. For those whose vocations in civil life were allied with transportation activities, it will also serve as a transitional bridge from civil-life transportation administration and management to that of the military, and will attempt to indicate the major differences between the two methods. The principles of transportation are so complex and involve such a variety of detail that, while the principles themselves may be outlined in a manual of this kind, detailed information and instructions must necessarily be covered by reference to Army Regulations and other publications in which they will be found.

2. Scope.—The details of the application of the principles of transportation depend to a great extent upon conditions and circumstances obtaining at the time and place of shipment. To the majority of rules and regulations adopted by the carriers there will be found exceptions, and it is in these exceptions that the difficulties of the transportation problem will be found. The various subjects discussed in this manual, then, must be but a foundation upon which a transportation officer will build his fund of knowledge and informed judgment. A decision made without first carefully considering the problem in all of its ramifications is to be avoided.

CHAPTER 2

RAILROADS

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SECTION I

SERVICES

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3. General.—The railroads in the United States offer the best and most desirable long distance transportation service that the world has ever seen. The term “long distance,” however, is a relative one and is used here as a general term. Likewise, the phrase “best and most desirable” is subject to qualification. For instance, all rail long distance transportation may not be the cheapest or most economical route between any two given points. A competing water line may offer lower rates than the rail lines serving the two points, but the service is slower. A shipper or consignee who is in no particular hurry for merchandise may use a water line for long distance transportation not only because of the lower rates quoted but because the longer time consumed in transit is, in effect, free storage. In other words, the speed with which rail transportation is accomplished may cause a consignee to obtain more storage space than he might require if he were to use the slower long distance water transportation. Quartermaster officers should consider the advisability of using water lines and, as a matter of fact, are charged with this responsibility under paragraph 8, AR 30-905. However, when the exigencies of the situation call for a minimum of time to be consumed in transit, it may be expedient to use all-rail routes instead of the cheaper but slower water lines.

4. Services.—*a. The transportation service itself.*

b. Diversion and reconsignment.—As a general rule these terms are synonymous. Section VIII, AR 30-955, contains the rules which Army personnel must observe in addition to the rules of the carriers published in tariff form. When a carrier intends to distinguish between the two terms it must specifically do so in its tariff (Rule 59 (b), I. C. C. Tariff Circular No. 20). Quick action and correct procedure are of the greatest importance when one seeks to divert or reconsign a shipment, particularly if the shipment is en route. This service is invaluable in time of war in connection with movements of troops and supplies, although its establishment was primarily for the purpose of commercial development and distribution. It is an example of the elasticity of rail transportation.

c. Ferry car (also trap car).—This is a term applied to a freight car containing more than one less-than-carload shipment from one consignor to several consignees and forwarded from a private siding to a railroad station, or from several consignors to one consignee and forwarded from a railroad station to the consignee's private siding. This service cannot be rendered without specific tariff authority. Carriers who provide pick-up and delivery service reserve the right to substitute this service when a consignor or consignee has side track facilities. When a choice is offered between ferry car service and pick-up and delivery service, the provisions of paragraph 12, AR 30-905, govern. Quartermasters may find this service desirable.

d. Pick-up and delivery.—This is a term applied to supplementary motor vehicle service under the contract of shipment (bill of lading) in which the railroad company dispatches motor trucks to a consignor's place of business to pick up less-than-carload shipments and deliver them to a railroad station for forwarding via rail and/or to deliver the shipments by motor vehicle to the consignee's place of business. The quartermaster should thoroughly familiarize himself with paragraph 12, AR 30-905, the provisions of the carriers' tariffs covering this service, and the situation confronting him. When free hauling or a money allowance is elective the quartermaster should use the most feasible method, that is, either accept the free hauling, utilize the Government transportation at his disposal and comply with the requirements of paragraphs 14z and 28c, AR 30-950, or instruct the railroads to provide ferry car service if that service is an elective. In the event a contract has been made with a trucking concern for local hauling this should be taken into consideration in determining the method to be used.

e. Switching.—There is no exact or comprehensive definition of switching service (95 I. C. C. 30). There are numerous classes of switching: intraplant, intraterminal, interterminal, industrial, interchange, reciprocal, secondary, yard, etc. Normally the quartermaster is not much concerned with the technical description of the service. He is charged with the responsibility for economical expenditure of funds in connection with switching services, and when he can so arrange his switching operations that no expense is caused the Government this should be done. (See pars. 14*y* and 19*b*, AR 30-950; and par. 6, AR 30-975.) The normal daily operations of removing a string of cars from a siding in order to remove one or more loaded cars, and moving that string of cars together with such additional empty cars as may have been ordered from the interchange tracks to the siding, are not usually within the scope of the term "switching" for which separate records must be kept. Switching is one of the first subjects with which a newly assigned quartermaster transportation officer should become familiar. He should discuss this feature with the representative of the military transportation section (if one is assigned to his office) or with the local agents, and should arrange to obtain copies of all switching and switching absorption tariffs applicable at his post, camp, or station. When extensive switching operations are being carried on and disputes arise, they should be reported to The Quartermaster General in the event the quartermaster transportation officer does not feel satisfied with the replies advanced by the railroad authorities.

f. Express.—This is an expedited type of freight transportation. Special cars are used which are equipped to travel on passenger trains or express trains. Rates are higher than rail freight rates. Where large quantities are involved, an application (W. D., Q. M. C. Form No. 206) must be submitted to The Quartermaster General.

g. Package cars.—A special service accorded shippers in which less-than-carload shipments of freight are placed in designated freight cars for through service. This service practically equals express service and is furnished at freight rates. (Par. 13, AR 30-905.)

h. Passing reports.—A telegraphic or other form of report of a carrier disclosing the time at which certain cars or trains have passed junction points en route to their destination.

SECTION II

UTILIZATION OF RAILROADS

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5. Statement of War Department policy.—Our arterial railway system is the backbone of our national and international commerce and of our national defense, and all other forms of transport are for us [the War Department] but extensions and auxiliary services. *182 I. C. C. 263, 366.*

6. Motortrucks as auxiliaries.—While this treatment of the subject must be kept within bounds and must not become enmeshed in the intricacies of railroad economics, it is considered advisable to mention some of the uses to which the railroads put motortrucks in the operation of their systems. Railroad operation of motor vehicles includes, but is not limited to, the following:

- a.* Replacement of local freight trains.
- b.* Handling freight between stations of several railroads in the same terminal district.
- c.* Pick-up and delivery service.
- d.* Transportation of freight from smaller to larger stations in order to consolidate less-than-carload shipments into through merchandise cars.
- e.* Interchange of shipments between railroad and steamship lines.
- f.* In lieu of lighterage service in certain instances.
- g.* Substitution of trucking for terminal switching. Transportation of this nature comes within the purview of paragraph 2*a*, AR 30-950, and is to be dealt with in the same manner as rail transportation. It is an integral part of the railroads' operations and *is* rail transportation insofar as the Army is concerned.

7. Car supply affected by use for storage purposes.—It is obvious that the time consumed by consignors and consignees in loading and unloading freight has the effect of materially reducing the available car supply and it behooves them to load and unload promptly—within 24 hours at the most and *immediately* upon delivery of the empty or loaded car if possible. (Destination releases discussed in par. 65 will assist materially in reducing this loading and unloading time to the minimum.)

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8. Common carriers' liability.—*a.* The general rule as to a common carrier's liability with respect to goods in its possession as carrier (as distinguished from warehousemen's liability after the free time has elapsed) is that it is liable for any loss thereof or damage thereto not occasioned by certain excepted causes specified in the uniform bill of lading. Where the loss is not due to the excepted causes, proof of negligence is immaterial and the carrier cannot escape liability by proving reasonable care and diligence, and as to all of the exceptions the carrier *may* be liable by reason of its negligence. The excepted causes are as follows:

- (1) Act of God.
- (2) Act of the public enemy.
- (3) Authority of law.
- (4) Act or default of shipper or owner.
- (5) Natural shrinkage.
- (6) Property held in transit at request of party entitled to make such request.
- (7) Vice or defect in the property.
- (8) Country damage to cotton.
- (9) Riots or strikes.
- (10) Quarantine.
- (11) Failure to make full written disclosure to carrier of the nature of explosive or dangerous goods.

b. If all or any part of the property is carried by water over any part of the route, such water carriage is performed subject to the conditions set forth in section 9 of the uniform bill of lading. It should be borne in mind that condition No. 2 of the standard Government bill of lading provides that, in general, the terms and conditions of the uniform (commercial) bill of lading apply to shipments made on Government bills of lading. (See par. 14*t*(1), AR 30-950, in connection with marine risks referred to in section 9, uniform (commercial) bill of lading.)

9. Common carriers' liability with respect to livestock.—See the railroads' uniform livestock contract. Livestock shipments on a Government bill of lading is made subject to the terms and conditions

of the uniform livestock contract by section No. 2, Government bill of lading.

10. Filing of claims.—Transportation officers do not make claims against carriers for loss or damage. The proper accompaniment of bills of lading furnishes the information required to the office paying the bills for transportation charges.

SECTION IV

TYPES OF EQUIPMENT AVAILABLE

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11. Present equipment.—AR 30-935 indicates the dimensions, capacities, and classes of rolling equipment operated by the railroads of the United States. Specific questions concerning the utilization of cars in troop movements can be answered by referring to the regulations listed in appendix IV.

12. Characteristics of the American boxcar.—The boxcar which best serves as the basis for comparison of recently designed cars is the Association of American Railroads (A. A. R. or A. R. A.) standard, steel-sheathed, wood-lined boxcar having inside dimensions as follows: length, 40 feet 6 inches; width, 8 feet 9 inches; height, 9 feet 4 inches. The car has a volume capacity of 3,311 cubic feet, light weight of 43,350 pounds when equipped with a pair of 5½-inch by 10-inch journal trucks weighing 15,600 pounds, and a load limit capacity of 125,650 pounds. The car is designed to provide adequate strength and dependability for general interchange service under present day operating conditions and is the largest boxcar which may be moved freely in general interchange service without operating restrictions of consequence. This type of boxcar is possibly best suited for use in the movement of military supplies and impedimenta in the United States unless the items to be transported are of such a nature that the major portion of the full cubical capacity of the car cannot be utilized. Other types of freight cars are in use and are rapidly being developed to the stage where they are suitable for modern high-speed transportation. The official railway equipment register will provide full details in connection with the characteristics of all types of freight equipment.

SECTION V

ADVANTAGES AND DISADVANTAGES OF RAIL
TRANSPORTATION

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13. General.—The decision to use a certain means of transportation is a prerogative of higher authority, but a transportation officer should be able to discuss the advantages and disadvantages of the service means available.

14. Advantages.—This list is not an exhaustive one, but it will clarify the problem confronting a transportation officer in time of war and is intended to cause him to seek to obtain a perspective which differs from that of a traffic manager in civilian life.

a. Once a body of troops with their impedimenta have been entrained there are no transfer problems to be solved en route. Rail transportation provides a service which insures that a body of troops and their impedimenta will be transported to destination with the least amount of inconvenience and fatigue. The sanitary problem is minimized, mess arrangements are possible without delaying the movement, and the disciplinary problem is more easily solved.

b. When the types and number of passenger and freight cars have been determined at point of origin for the movement of troops and their impedimenta, the situation is somewhat akin to a "tailor-made" suit. The suit is made to fit the man, and the man need not conform his physical characteristics to the suit. The railroads can supply equipment so balanced and in such quantities as to fit exactly the needs of a particular situation.

c. The railroads can supply equipment so combined in train sections as to accommodate passengers, freight, live stock, vehicles, ammunition, baggage, and practically all else tendered for transportation.

d. Railroads provide facilities for loading and unloading expeditiously—sidings, loading and unloading platforms, ramps, and switching yards.

e. The instrumentalities of transportation at the disposal of a particular originating railroad are not limited to those of its ownership alone. A railroad is permitted to use instrumentalities of transportation belonging to other railroads with a minimum of delay and red tape.

f. A railroad controls its roadbed, so to speak, and if necessary for troop movements can "clear the tracks." Not so with the highways. Each State, under its inherent police powers, controls traffic on those highways within the State boundaries. A movement through several States via railroad is within the control of railroad authorities who can more easily provide an uninterrupted service and traffic flow than can several State authorities each with different rules of the road.

g. Rail transportation is not affected by conditions of weather and terrain which would hamper troop movements via other means of transportation.

h. Because railroad equipment is uniform, plans may be formulated in advance for the movement of units, for long distances particularly.

i. A total rail movement simplifies control, tactical unity, communication, supply and evacuation, conserves the motor transport, is more comfortable for the troops, and is not greatly affected by the weather. The hardships and discomforts suffered by troops are greatly minimized when rail transportation is used.

j. Insofar as distances within which certain means of transportation are desirable or more practicable than others, there is no range of distances wherein it can be said that between such and such distances a unit will always move by a certain method. In general, it may be said that each movement is to be decided upon the conditions obtaining at the time and place of contemplated movement.

k. In many instances it will be found that rail movements can be made with a minimum amount of rolling equipment by means of shuttling of transportation.

l. Insofar as freight shipments are concerned, while the statements made in connection with troop movements in general apply to movements of supplies, truck schedules are less adequately maintained than rail, and water movements are limited by the number of sailings offered by the water lines. Rail transportation offers a scheduled daily service which, properly used, enables planning for regular deliveries at more frequent intervals subject to less interference than other means of transportation.

15. Disadvantages.—Some of the disadvantages of rail transportation from a military standpoint in the zone of the interior are the following:

a. The rates charged by the railroads for both freight and passenger service are generally higher than those charged by competitive means of transportation between the same points (except air lines in most instances).

b. Rail transportation generally operates on schedules which do not always suit the operations and demands of the shipper. Motor trucks can load and depart at a time or times which best suit the convenience of the public.

c. Maximum loading of freight cars, which will probably be insisted upon in time of war by The Quartermaster General to stretch the available car supply, may cause an overstockage in many instances. Motortrucks of the size required to transport amounts of a commodity needed, and no more, can be used to advantage at times.

d. Siding capacities limit the number of men who can be moved in a train section. Highways often offer greater loading and unloading facilities than railroad sidings.

e. The train density very often limits the practicability of a proposed movement of troops within a given time.

f. For comparatively short distances the troops could complete the movement via motor and marching or both before the railroads could assemble the necessary rolling equipment.

g. Railroad capacity must be measured by its weakest link. While railroad transportation is flexible it is also sensitive to physical and operating disabilities. Especially will this be true in time of hostilities when hostile air action may interrupt service. Operations are so interdependent that the failure of a single one to function efficiently may cause its effects to be manifested throughout the entire railroad.

h. Due to terminal delays and other reasons allied therewith, motor trucks can often deliver within given distances in a much shorter length of time than railroad transportation.

CHAPTER 3

WATER LINES IN THE UNITED STATES

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SECTION I

SERVICES

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16. Natural divisions.—The water carrier industry falls into a number of natural divisions. These divisions are to some extent directly, and all are more or less indirectly, competitive with one another. Each division, however, has distinctive characteristics.

17. Operations and sailings.—The Official Guide of the Railways and Steam Navigation Lines of the United States, usually referred to as "The Official Guide," contains an index to steamboat and steamship lines operating in the United States. The Official Guide contains announcements by these water lines which show boats in operation, sailing schedules, points served, and other miscellaneous information sufficient to enable a quartermaster transportation officer to establish a premise upon which to proceed in the selection of the line or lines to be used.

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18. Directive to quartermaster officers.—Quartermaster transportation officers are directed to make use of water lines by paragraph

8, AR 30-905. Paragraph 8½ of these regulations should be carefully studied as it contains certain instruction in connection with the use of water carriers which are of vital importance. Paragraph 8, AR 30-905, reads as follows:

8. Water lines, use of.—*a. Comparison of rates.*—The rates charged by commercial water lines are, as a rule, lower than those charged by all-rail carriers, and quartermasters should ascertain and compare the rates charged via the available all-rail, rail-and-water, and all-water routes. * * *

b. Routing via water or rail.—Subject to paragraph 8½, 9, and 15, the most economical route will be used, except—

- (1) When the use of rail-and-commercial water routes necessitates the issuance of two transportation requests or bills of lading, in which case instructions will be requested from The Quartermaster General.
- (2) When otherwise authorized by The Quartermaster General in particular cases covering shipments of public property or private mounts.
- (3) In the event of emergencies when exigencies require the use of the most expeditious service. [See also par. 4e, AR 30-905.]

* * * * *

19. War possibilities.—The location of a theater of operations in the Western Hemisphere may cause the policies of the War Department herein discussed to be altered to a considerable degree.

20. Army transports.—Nothing in this section shall be construed as in any way affecting the use of Army transports. The use of Army transports is discussed in TM 10-380.

21. Latitude in the field restricted.—It should be particularly observed that the provisions of paragraph 8, AR 30-905, are for the guidance of quartermaster transportation officers and others interested when routing is the prerogative of the quartermaster transportation officer. In time of war or threatened war, shipments of more than five carloads of property or troop movements in excess of 49 will be routed via specific routes indicated by The Quartermaster General. In time of peace, shipments of two or more carloads and transportation of more than 14 individuals require that routing be obtained from The Quartermaster General.

22. Latitude granted in the field.—Considerable latitude is permitted a quartermaster transportation officer under the regulations in both peace and war. His judgment, however, should be confirmed by consultation with his commanding officer or with the commanding officer of the troops to be moved. The decision is to be made by him unless the orders for the movement call for all-rail transportation or The Quartermaster General so directs.

23. Selection of water routes.—In approaching the problem of the selection of a route involving a water line The Official Guide is indispensable but not self-executing. This is particularly true where

freight shipments are involved and a water line is an intermediate carrier. The "Index of Points Reached by Water Routes," which is a part of The Official Guide, in this respect is not complete. This index indicates the ports at which the water lines originate or terminate but necessarily cannot show each and every instance where a water line can be utilized as an intermediate carrier at a saving in freight costs. This information can be obtained from the carriers serving the post, camp, or station, and the quartermaster transportation officer is charged with the responsibility for obtaining this information under the provisions of paragraph 4a, AR 30-905.

24. Sources of information.—The following reports may be obtained from the Corps of Engineers, United States Army, or may be consulted in public libraries or Chambers of Commerce:

a. Transportation series No.—

- 1, Transportation on the Great Lakes.
- 2, Transportation in Mississippi and Ohio valleys.
- 3, Transportation lines on the Great Lakes.
- 4, Transportation lines on Mississippi River system.

b. Lake series No.—

- 1, Port of Buffalo, N. Y.
- 2, Port of Detroit, Mich.
- 3, Port of Milwaukee, Wis.
- 4, Port of Chicago, Ill.
- 5, Port of Cleveland, Ohio.
- 6, Port of Duluth-Superior, Minn. and Wis.
- 7, Port of Toledo, Ohio.
- 8, Ports of Sandusky, Huron, and Lorain, Ohio.

c. Miscellaneous series No. —

- 1, Port and terminal charges at United States seaports.
- 4, Port and terminal charges at United States lake ports.

d. Port series No.—

- 1, Portland, Maine.
- 2, Boston, Mass.
- 3, Mobile, Ala., and Pensacola, Fla.:
 - Pt. 1. Mobile, Ala.
 - Pt. 2. Pensacola, Fla.
- 4, Philadelphia, Pa., Camden and Gloucester, N. J.
- 5, New Orleans, La.
- 6, Galveston, Houston, Texas City, and Corpus Christi, Tex.:
 - Pt. 1. Galveston, Tex.
 - Pt. 2. Houston, Tex.
 - Pt. 3. Texas City and Corpus Christi, Tex.

- 7, Seattle, Wash.
- 8, Jacksonville, Fernandina, Miami, Key West, Tampa, and South Boca Grande, Fla.:
 - Pt. 1. Jacksonville, Fla.
 - Pt. 2. Miami and Tampa, Fla.
 (Pts. 1 and 2 are revisions of that part of port series 8 covering Jacksonville, Miami, and Tampa, Fla.)
- 9, Charleston, S. C., and Wilmington, N. C.
- 10, Savannah and Brunswick, Ga.
- 11, Portland and Astoria, Oreg., and Longview and Vancouver, Wash.:
 - Pt. 1. Portland, Oreg.
 - Pt. 2. Astoria, Oreg., and Longview and Vancouver, Wash.
- 12, San Francisco, Oakland, Berkeley, Richmond, upper San Francisco Bay, Santa Cruz and Monterey, Calif.
- 13, Los Angeles, Long Beach, San Diego, and San Luis Obispo, Calif.:
 - Pt. 1. Los Angeles and Long Beach, Calif.
 - Pt. 2. San Diego and San Luis Obispo, Calif.
- 14, Port Arthur, Sabine, Beaumont, and Orange, Tex.
- 15, Norfolk, Portsmouth, Newport News, and Hampton, Va.
- 16, Baltimore, Md., Washington, D. C., and Alexandria, Va.

(That part of port series 16 covering Baltimore, Md., is superseded by pt. 1 listed below.)

 - Pt. 1. Baltimore, Md.
- 17, Territory of Hawaii.
- 18, Southern New England.
- 19, Gulfport and Pascagoula, Miss.
- 20, New York.
 - Pt. 1. General report.
 - Pt. 2. Piers, wharves, and docks (statistical data).
 - Pt. 8. Atlas of port facilities maps.
- 21, Puerto Rico.
- 22, Panama Canal.
- 23, Olympia and Port Angeles, Wash.
- 24, Northern New England.
- 25, Upper Hudson River.
- 26, Stockton and Sacramento, Calif.
- 27, Tacoma, Wash. (This is a revision of pt. 2, port series 7.)
- 28, Everett, Bellingham, and Grays Harbor, Wash. (This is a revision of pt. 3, port series 7.)

29, Wilmington, Del. (This is a revision of pt. 2, port series 4.)

30, Ports of Delaware River below and above Philadelphia, Pa. (This is a revision of port series 4, pts. 1 and 2.)

31, Lake Charles, La.

e. Miscellaneous series No. 2, Engineer Department, Army.

Shipping charges at United States and foreign ports, consular services and charges applicable to vessels, freight, and passengers, with information respecting passports and foreign currency. 1928. 142 pp.

SECTION III

STATUS OF WATER LINES AS CARRIERS

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25. Media by which conducted.—While transportation by rail is in all essential respects conducted only by common-carrier agencies, water transportation is performed by three competing types of operator—the common, the contract, and the private carrier.

26. Government a self-insurer.—Although a discussion of liability for loss or damage is not properly within the scope of a manual of this type inasmuch as the Government is ordinarily a self-insurer, it is considered advisable to mention the protection which is accorded by water lines and the extent of their liability so that a quartermaster transportation officer will be aware of these facts when selecting water lines, and, everything else being equal, will select those lines which offer the Government the most for its money.

27. Liability and insurance.—The liability of carriers, common carriers particularly, differs to a considerable degree when by rail and when by water. The liability of rail carriers is that of an insurer for all intents and purposes. Its liability is subject to certain statutory and contractual exceptions. The water common carrier generally is freed from liability for loss or damage under certain circumstances which would not obtain in connection with a rail movement. For certain fortuitous losses marine insurance can be obtained by the public, but insurance is prohibited on Government shipments by use of Government bills of lading or contracts (par. 14t(1), AR 30-950). Under the provisions of the act of July 8,

1937 (50 Stat. 479), no money shall be expended, or obligation incurred, for insurance against loss, destruction, or damage in the shipment of any article or thing or representative of value in which United States has any interest, or in connection with which it has any obligation or responsibility, direct or indirect, except as specifically authorized by the Secretary of the Treasury. 17 Comp. Gen. 139 and 17 Comp. Gen. 741 should be considered in connection with the applicability of this act.

28. General consideration in routing via water lines.—In summation, it is the responsibility of the quartermaster transportation officer to use the most economical route, with the exceptions stated, and to that end he must necessarily take into consideration every factor which bears upon the total cost.

SECTION IV

ADVANTAGES AND DISADVANTAGES OF WATER TRANSPORTATION

Advantages and disadvantages of water transportation..... 29 Paragraph

29. Advantages and disadvantages of water transportation.—*a.* In water transportation the same problems do not present themselves which arise in connection with rail transportation. For instance, in rail transportation a number of different types of rolling equipment are available for various purposes. Where water transportation is concerned, with few exceptions, a cargo vessel is adaptable to all classes of *merchandise*, while passenger vessels generally have authorized accommodations for all classes of passengers. Again certain vessels are combination cargo and passenger vessels.

b. As a general rule where rail transportation is contemplated the railroad will supply the number and types of equipment so balanced as to fit exactly the needs of a particular situation. It is in this respect at least more elastic than a water line. When a water line possesses vessels of a certain character and number, the movement is often controlled by the vessels at the disposal of the water carrier, and furthermore a railroad can obtain additional equipment on short notice but a water carrier is to a great extent limited in its usefulness to the equipment at its disposal. The water lines have no organization similar to the Car Service Division of the A. A. R., nor does the I. C. C. have the emergency powers in connection with steamships which it possesses in connection with the operation of the railroads.

c. While certain arrangements between water lines and rail lines provide for a speedy service, perhaps in a great many instances the equal of that provided by all-rail routes, as a general rule water routes provide slower service and this was one of the elements which influenced the establishing of lower rates.

d. It will be found that a rail-water movement of troops and their impedimenta presents a complex problem. This is true even where Army transports are involved because the adjustment from one means of transportation to another, when each possesses different characteristics, creates obstacles which are difficult to surmount. Situations may arise which will make the use of water or rail-water routes mandatory in connection with troop movements, but the disadvantages should be carefully weighed before determining to utilize this means of transportation. The decision to use a route involving water travel in connection with large troop movements is one to be made by *higher* authority, but a quartermaster transportation officer should be able to advise his superiors of the handicaps in the event he is called upon for advice.

e. The water lines, in a number of instances, refuse to accept certain kinds of cargo. No exhaustive treatment of these prohibited articles can be given here inasmuch as the prohibitions of the carriers differ and must be known in each particular instance. An example, however, is that of animals. Not all water lines have the equipment to accommodate horses or mules. The rail lines, as a general rule, have no difficulty in accommodating shipments of animals.

f. The additional handling of cargo and the inconvenience to passengers are matters to be considered in connection with rail-water movements.

g. Also, in many water movements additional packing material must be used; whereas, when all-rail movement is resorted to, the car itself is the container.

h. A rail-water movement, particularly of troops and their impedimenta, may require means of transportation between the railroad station and the piers which may be difficult to obtain or the cost of which may more than offset the economies apparently effected.

i. During the winter months weather interference seriously affects the operations of water lines. On the Great Lakes, particularly, there is a cessation of practically all activities during the winter months.

j. In general, congestion is not limited to the railroads. It likewise can exist in connection with waterways. Its nature and contributing causes may be different from those of railroad congestion,

RAIL TRANSPORTATION

but resort to water transportation does not always provide a method of transportation free from paralyzing influences. However, between two given points the rail lines may be so congested that resort to water lines will be mandatory.

k. The desirability of the use of highway transportation as an alternative to water or rail-water transportation involves so many elements and factors that no comparison of advantages or disadvantages can be made except to invite attention to those which are apparent.

l. The low in utility value is probably reached in the instance of a weekly or less frequent sailing. This handicap is one inherent in the nature of this transport facility.

CHAPTER 4

COMMERCIAL HIGHWAY TRANSPORTATION

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SECTION I

UTILIZATION OF COMMERCIAL HIGHWAY TRANSPORTATION

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When commercial bills of lading are issued_	35
Authorized baggage and/or professional books_	36
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30. General instructions.—General instructions concerning the use of highway transportation are contained in the following extract from paragraph 4, AR 30-905:

A quartermaster furnishing transportation should familiarize himself with traffic conditions out of his post or station, in order that passengers and freight may be forwarded by the most economical means and routes.

This paragraph contains other directives to the quartermaster which should be carefully read and observed.

31. The Government as a shipper.—In *St. L. B. & M. v. U. S.* (4-27-25) it was held that, in respect to furnishing transportation, a railroad (any common carrier) *ordinarily* bears to the Government the same relation that it does to a private individual using its facilities.

32. Transportation of individuals and troops.—*a.* Paragraph 3, AR 30-910, states, among other things, that land and water transportation embraces transportation by any common carrier, holding itself out and commonly recognized as such, which maintains a service for the general public. It will be observed that there is no pro-

hibition against the issuance of transportation requests for travel by motorbus. Obviously, however, where sleeping car or similar accommodations are authorized under the provisions of AR 30-925, rail transportation is implied because bus companies do not provide sleeping car or similar accommodations within the meaning of these regulations.

b. As a general rule, travel by bus requires so much time in excess of that required by rail transportation that even though the cost may be less than that of rail transportation the interests of the Government will be better served by the use of rail transportation. The quartermaster transportation officer decides upon the method of transportation of troops and individuals only when the number of individuals to be transported is less than 15 in time of peace or less than 50 in time of war. The Quartermaster General controls the selection of carriers and routing when the number of individuals to be transported exceeds 14 and 49, respectively.

c. Paragraph 1, AR 30-930, with respect to the transportation of troops, directs that—

(1) Troops may be transported over either military railways or commercial carriers.

(2) Troops will be transported by commercial carriers in all movements in time of peace and also in the majority of concentration movements in time of war. Obviously, too, a troop movement which involves the transportation of certain types of impedimenta would prohibit the use of commercial motor vehicle and bus transportation.

d. While transportation of individuals may involve travel by any common carrier means of transportation under the provisions of the Army Regulations heretofore discussed, the transportation of troops is covered by the general provisions of AR 30-930. The wording of the latter precludes the use of motorbus or motortruck facilities of common carriers, the only alternative to rail transportation being transportation by commercial vessels under certain circumstances (par. 9). Bids for transportation of troops will be invited only when specifically directed by The Quartermaster General (par. 8e, AR 30-930). Bus lines, as a general rule, do not provide facilities for carrying checkable baggage to the extent the rail lines do.

e. To and from numerous points in the United States there is no rail service. In those cases, when rail transportation is available part of the way, transportation requests are issued for the rail transportation and separate transportation requests for the bus transportation as supplementary service unless the tariffs in effect provide for

through joint rates and services. Busses may be used for troop transportation as well as for the transportation of individuals, however, when the exigencies of the situation demand it. Commanding officers and transportation officers are vested with authority to act as the requirements of the emergency dictate.

33. Highway freight carriers operated as part of rail or water carriers or railway express companies.—Paragraph 2a, AR 30-950, provides that transportation of this character will be dealt with in the same manner as rail transportation of property.

34. Highway freight carriers not operated as part of rail or water carriers or railway express companies.—Paragraph 11a, AR 30-905, provides as follows:

Except as provided in *b* below [reference made to par. 2a, AR 30-950], whenever highway freight carriers are to be used for transporting public property or personal effects other than by drayage and strictly local hauling (par. 2b, AR 30-950), the services will be obtained under the procedure for the engagement of nonpersonal services as set forth in AR 5-100 and other pertinent regulations and instructions published in connection therewith. *The standard form of Government bill of lading will not be used.* [Italics supplied.] In addition to such special and necessary provisions as may be made a part of forms used under the foregoing procedure, a detailed descriptive list of each shipment will be made in triplicate by the shipping quartermaster for the purpose of securing the carrier's acknowledgment of receipt of the shipment and the consignee's receipt of delivery thereof. Any exceptions with respect to loss or damage will be noted on the descriptive list, which notations will be acknowledged by signature of the carrier's agent. The descriptive list received by the consignee, or the several lists if more than one shipment is made under an award, will be attached by the carrier to its bill and presented to the shipping quartermaster for payment by the disbursing officer at or nearest his station. The shipping quartermaster will make such copies of the several documents involved herein as may be necessary for distribution to all concerned in the transaction.

It follows then that the provisions of AR 30-950 concerning the execution and accomplishment of *Government bills of lading* have no application to movements of this character.

35. When commercial bills of lading are issued.—*a.* This provision of the Army Regulations does not operate to free common carriers by motor vehicle from their obligation of issuing bills of lading. The commercial form of bill of lading does not contain blank spaces for the execution of the bill of lading and paragraph 11a, AR 30-905, supplements the commercial bill of lading by providing a method of executing a *commercial* bill of lading (in effect).

b. Interstate common carriers by motor vehicle are subject to

part II, Interstate Commerce Act (part II of the act is the Motor Carrier Act, 1935). Section 219 of that act provided that the provisions of section 20(11) of part I (that part of the Interstate Commerce Act which governs interstate common carriers of various types other than motor vehicle) shall apply with like force and effect to receipts of bills of lading of common carriers by motor vehicle.

c. Section 20(11) requires that common carriers subject to the Interstate Commerce Act issue a receipt or bill of lading for all property delivered to them by the public (including the Government) for transportation, and shall have certain responsibilities and incur certain liabilities.

d. In the event the Government refuses to permit the use of the standard Government form of bill of lading for transportation via highway freight carriers not operated as part of rail or water carriers or railway express companies (par. 11a, AR 30-905), *common* carriers by motor vehicle are still bound by the law quoted to issue a bill of lading.

36. Authorized baggage and/or professional books.—Paragraph 18, AR 30-960, provides that commercial van carriers may be furnished as an optional service, upon the request of the owner in writing, under certain conditions. In time of war it is contemplated that its use in this connection will be limited.

37. Issuance of commercial bills of lading.—Notwithstanding the provisions in paragraph 34, *common carrier* highway freight carriers not operated as part of rail or water carriers or railway express companies are obliged to issue a commercial bill of lading where interstate shipments are made. Intrastate shipments are governed by the laws of the State in which the shipment originates and terminates.

38. Issuance of bills of lading a recent development.—Very few motortruck common carriers in interstate service issued a receipt or bill of lading in conformity with the Bills of Lading Act, 49 U. S. C. 81, prior to 1928. In that year the Interstate Commerce Commission undertook an investigation of motorbus and motortruck operation. This investigation is identified as 140 I. C. C. 685. On page 732 of that report the I. C. C. directed the attention of common carrier motortruck operators to the fact that the Federal Bills of Lading Act applied to them as well as to the railroads.

SECTION II

STATUS OF HIGHWAY CARRIERS

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39. General rule concerning liability.—*a.* The common law recognized two classes of carriers—common and private. This distinction is observed in the United States today even though the contract carrier by motor vehicle in interstate commerce is charged with the responsibility and liability of the private carrier, and the term “private carrier” is restricted to the transportation of one’s own goods or employees in one’s own vehicle in the furtherance of his own commercial enterprise, calling, or occupation. Highway carriers of the common carrier type, of course, remain within the common carrier classification under the new statutes.

b. A survey of judicial interpretations of the laws indicates that courts hold and have held that one who holds himself out to the public to carry for hire is a common carrier and he becomes liable as an insurer subject to certain exceptions.

40. Uniformity of interstate regulation.—Insofar as interstate transportation is concerned, however, the laws are uniform except where the States in the constitutional exercise of their police powers impose certain obligations upon motor carriers in the interest of public safety, or in certain instances exercise those inherent powers which are not deemed to be an encroachment upon the constitutional powers of Congress to regulate interstate commerce. Those powers which the States can exercise are not considered to be a *regulation* of interstate commerce but come under the headings of taxation and the exercise of their police powers.

41. Basis for highway carriers' liability.—Decisions of the United States Supreme Court concerning the liability of railroads are applicable to highway common carriers with equal force, assuming the conditions of carriage are similar or identical. Section 219 of the Motor Carrier Act of 1935 (part II, Interstate Commerce Act) states that the provisions of section 20(11) of the Interstate Commerce Act shall apply with like force and effect to receipts or bills of lading of common carriers by motor vehicle.

42. Common carriers of passengers.—The liability for injury to, or death of, passengers is identical with that of common carrier by railroad.

43. Liability of other types of carriers.—The liability of private carriers (contract carriers) is subject to the conditions of the contracts under which the carriage is performed, provided, however, that these terms and conditions do not conflict with public policy.

44. Federal classification of highway carriers.—*a.* The Motor Carrier Act of 1935 classifies and defines highway carriers.

Motor carrier—section 203(a)(16) and section 204(a)(3).

Common carrier—section 203(a)(14).

Contract carrier—section 203(a)(15) (the common-law private carrier).

Private carrier—section 203(a)(17).

For other definitions in connection with interstate highway transportation see section 203.

b. The Interstate Commerce Commission on August 9, 1937, "In the matter of the Classification of Brokers and Motor Carriers of Property," approved and adopted the classification indicated hereafter:

(1) The first division identifies the types of operation as fixed by the Motor Carrier Act, 1935. There are five such types of property operators.

(2) The second division identifies the type of service in which the carrier is engaged.

(3) The third division describes the type of commodities transported by the carrier. These seventeen groups may be increased in number and identification as the need therefor is shown.

Definitions and explanations (in full) of these classes and groups would consume more space than is available. They will be found in a copy of the Commission's order of August 9, 1937, which can be obtained by writing to the Commission. The matter is identified as *Ex parte MC 10*.

c. This classification does not affect the legal liability of the several classes of carriers but does indicate to some extent the difficulties of the problem of selecting the carrier which will render the service desired. One of the duties of a common carrier is to furnish equipment within its capabilities when ordered. It will be observed that highway common carriers do not possess, nor can they be called upon to furnish, the variety of equipment which the average railroad can. A common carrier is not obligated to furnish equipment other than that suitable for the transportation of the commodities

which it holds itself out to the public to transport, nor can it be forced to furnish equipment belonging to other carriers.

45. Classification of equipment.—Like railroad equipment, vehicles of motor highway carriers are divided into two general classes—passenger and freight—but differ in characteristics and carrying capacity.

SECTION III

ADVANTAGES AND DISADVANTAGES OF HIGHWAY TRANSPORTATION

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46. Advantages.—*a.* A choice of several highways is often available when the sole means of rail transportation between two points is one single-track railroad.

b. The extensive use of passenger busses for civilian traffic in the United States provides an emergency source of transport for troop movements.

c. Within certain radii motor vehicles can often deliver to destination in less time than that required by rail transportation.

d. Motor vehicles in many instances can be assembled in less time than the amount of rail equipment required for an equivalent quantity of supplies or number of men.

e. Schedules for motor vehicles can often be arranged to suit the convenience of a consignor, whereas railroad trains generally move at scheduled times to which the public must conform its requirements.

f. In time of war when maximum loading of freight cars is stressed certain shipments which would be wasteful of car capacity may be shipped via motor vehicle to advantage.

g. In the event certain destinations are embargoed or enemy operations prevent the use of available railways, and supplies are required, the motor carriers may be the only means of delivering these supplies quickly. Although shipments of military supplies may be accorded priority, the physical conditions existing at times may make it impossible to effect delivery of supplies under any circumstances by rail transportation.

h. Motor transportation at the disposal of a transportation officer may provide a more flexible service for his requirements.

i. Highway transportation is the only means of serving nearly 49,000 communities which have no rail service.

j. Motor truck transportation often reduces the cost of packing supplies. The truck having pneumatic tires does not require as much protection for the cargo in the way of packing as rail transportation.

k. Simplicity of loading and unloading operations.

l. Motor vehicles within short distances can be made to effect a more efficient service than rail transportation. It may or may not be more economical than rail transportation, depending upon the conditions obtaining at the time and place.

m. The radii of operation of motor vehicles are limited only by the highways available.

n. Highway carriers include pick-up and delivery in their rates (door-to-door service).

47. Disadvantages.—*a.* Motor vehicles and the highways over which they operate, particularly on interstate traffic, are under separate control, thereby causing operating difficulties which do not exist with railroad transportation.

b. Motor vehicle density per mile of highway is much greater than railroad car density per mile of railroad. The rapidly increasing number of motor vehicles tends to congest the highways to a greater degree than could develop on rail lines under the present method of rail operations.

c. Motor carriers, as a rule, cannot provide vehicles in sufficient numbers at any given point to undertake large scale movements of troops, their impedimenta, and military supplies.

d. Traffic congestion at heavily populated centers creates bottle necks which delay movements of troops and supplies. Each heavily populated center through which a motor column passes constitutes an additional problem to be solved. Railroads and waterways have uninterrupted rights-of-way.

e. Highways are more subject to weather interference than railroads.

f. Main reliance for Army transportation in the zone of the interior cannot be placed upon highway transportation. It is but an auxiliary means of transportation.

g. The scope of operations of highway carriers is limited to the scope of their certificates and permits. When shipments are made over a route requiring several highway carriers, it is often necessary to transfer shipments from the trucks of one carrier to the trucks of another. This practice is similar to the practices in vogue in the early days of rail transportation. Railroads and steamship companies have arrangements in effect providing for through carriage

in the vehicles in which shipments are originally loaded. Transfer en route often causes delays which are equivalent to those caused by uneconomical utilization of railroad terminals.

h. Darkness and traffic cross-currents handicap motor transportation. Railroads so schedule their trains that cross-currents of traffic do not interfere with them. Darkness does not interfere with or handicap railroad operations. Where it is a question of the right-of-way between railroads and highways for intersecting traffic, highway transport is halted while trains proceed.

i. Motor vehicles are more subject to accidents and breakdowns en route than railroad locomotives and cars.

j. Motor vehicles must stop at frequent intervals to replenish their gasoline supply.

k. Messing, sanitary arrangements, and disciplinary measures are rendered more difficult when motor transportation is used for the transportation of troops for long distances.

l. Motortrucks and motorbusses lack uniformity to such a degree that planning for their use in connection with movements of troops and their impedimenta is rendered complex.

m. Military movements of considerable magnitude deny the use of highways to other traffic, particularly that of an intersectional nature. This seriously interferes with the transaction of civilian business. The interval between railroad trains provides sufficient time for the clearance of this intersectional traffic.

n. Highway carriers are unable to transport certain kinds of impedimenta and supplies which present no problem to the rail lines.

o. Motor vehicles are not controlled in emergencies by a statutory body like the Interstate Commerce Commission. The I. C. C. can distribute railroad cars in accordance with the exigencies of the situation and require joint use of terminals, etc. No such emergency power exists with respect to motor vehicles.

p. The over-all speed of highway freight carriers is inferior to that of rail carriers when the total distance involved exceeds about 350 miles. This takes into consideration the terminal delays of the rail lines, but not time of loading and unloading.

q. Highways are not suitable at the present time for all kinds of traffic. Rail lines are so constructed that they can accommodate any kind of traffic.

r. The classes of highway carriers are so refined and subdivided that much time is lost in trying to discover exactly what kind of a

carrier a highway carrier is. The I. C. C., in addition to the classification of highway carriers in the Motor Carrier Act of 1935, has indicated five kinds of service and seventeen or more commodity classifications. The average railroad is a common carrier and accepts nearly everything for transportation almost everywhere.

s. Capacities of motor vehicles are so much less than the average rail vehicle that administrative work is increased when shipments are made via motor vehicle.

CHAPTER 5

OTHER COMMERCIAL MEANS OF TRANSPORTATION

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48. Air transportation.—Paragraph 2½, AR 30-920, contains the regulations under which air transportation for individuals will be issued. Emergency shipments of supplies will be governed by the exigencies of the situation.

49. Animal transportation.—The use of animal transportation at quartermaster zone of interior installations is contemplated at remount installations only.

50. Combination of several means.—*a.* Passengers may be routed by rail-water routes, by rail-motor routes (particularly when the motor carrier is the only means of transportation to destination), or possibly by other combinations of media of transportation in addition to bus. Regulations are not as complex in instances of this kind as they are where freight shipments are involved. Often it is found that troop movements by their very nature are confined to all-rail transportation. Passenger transportation has been discussed at some length in paragraphs 14, 15, and 29, and this is believed to be sufficient for the guidance of the transportation officer.

b. Freight shipments present an entirely different kind of problem. There are all-rail routes, rail-water routes, rail-water-rail routes, all-water routes, truck routes, rail-motor-water routes, motor-water routes, motor-rail-water routes, rail-motor routes, and water-rail routes, and other combinations. Each of the combination service routes is a hybrid service, and its problems are combinations of the problems of the single services in varying degrees. There are also instances of where the rail lines substitute motor service at their own option.

c. No general rule can be laid down to guide the transportation officer other than to say that the provisions of paragraph 4*a*, AR 30-905, constitute the general directive to him and provided that no route selected conflicts with other provisions of Army Regulations.

CHAPTER 6

CONTROL OF TRANSPORTATION

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SECTION I

INDIVIDUALS

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51. Civilian officials and employees.—The “Standardized Government Travel Regulations” govern the travel of civilian officials and employees while traveling on official business for the Government insofar as they are applicable. Control of the transportation of civilian officials and employees, while not limited by these regulations, is subject to the provisions thereof.

52. Permanent change of station allowances.—While it is not contemplated that the military personnel of the War Department will be entitled to permanent change of station allowances in time of war, doubtless instances will arise where a transportation officer will be called upon to ship authorized baggage of civilian personnel of the War Department. Where competent travel orders authorize the transportation of authorized baggage, full details concerning allowances will be found in AR 30-960. The control of the transportation of authorized baggage of civilian employees is vested in the same officer or office in whom or which the control of the transportation of civilian personnel is vested.

53. Transportation of civilians.—*a. Permanent change of station.*—Control of this transportation is reserved to the Secretary of War, and authority of the Secretary of War is required in each specific instance. The office to which the authority for transportation is directed issues the travel order, and the transportation officer at that point issues the necessary transportation requests. See para-

graph 22, AR 30-920, for instructions concerning civilian employees of the Quartermaster Corps.

b. Temporary change of station.—The Secretary of War has delegated to chiefs of arms and services the authority to order temporary change of station under certain circumstances. (See par. 22, AR 30-920.)

c. Transportation accommodations.—See specific subject in appendix IV.

54. Transportation of military personnel.—Individual travel as distinguished from troop movements is controlled in the following manner:

a. Under authority of the Secretary of War, in the exercise of his right to direct the movements of the Army, the following officers may issue orders involving travel:

(1) The Chief of Staff or, with his approval, the chiefs of the authorized divisions of the General Staff Corps, and such officers serving therein as may be designated by him or with his authority.

(2) Corps area and department commanders within the limits of their commands and when authorized or not prohibited by other regulations. They may direct travel beyond the limits of their commands when specifically authorized by other regulations.

(3) The commanding generals of the Philippine, Hawaiian, Panama Canal, and Puerto Rican Departments to investigate claims involving property, damages, and other Government matters, within their respective commands.

(4) The Chief of Engineers, the Chief of Ordnance, and the Chief of the Air Corps, respectively, when not involving permanent change of station, to be performed by officers of their respective arms or services or officers detailed in or assigned to duty with their respective arms or services when such officers are subject to their immediate orders, provided that the cost thereof is properly chargeable to funds at their disposal, as follows:

(a) By the Chief of Engineers when such journeys are in connection with nonmilitary work, or in connection with research, procurement and procurement planning, or construction work not under the control of corps area commanders.

(b) By the Chief of Ordnance when such journeys are in connection with research, manufacture, procurement, and procurement planning of the Ordnance Department.

(c) By the Chief of the Air Corps when such journeys are in connection with emergency situations involving aircraft accidents, inspection of aircraft manufacture, and the ferrying of aircraft.

These chiefs of arms or services may delegate this authority to such of their subordinates as they may deem necessary.

(5) The Quartermaster General, The Surgeon General, the Chief Signal Officer, the Chief of the Chemical Warfare Service, the Chief of Coast Artillery, and the Chief of the Air Corps, respectively, when not involving permanent change of station, to be performed by officers of their respective arms and services who are on procurement planning duty, when such officers are subject to their immediate orders and provided the cost is chargeable to their allotments for "Travel of the Army" for use in connection with procurement planning.

(6) The commanding general of an expeditionary force in a foreign country, unless otherwise prescribed in his orders of assignment, under the same conditions and limitations as govern commanding generals of corps areas.

(7) The commanding general, GHQ Air Force, when not involving a permanent change of station, to be performed by officers of his command, within the limit of funds allotted to him.

(8) Post, camp, and station commanders may issue travel orders in the following cases:

(a) For the necessary attendants accompanying the remains of deceased military personnel from posts of debarkation or place of death to place of interment, all within the continental limits of the United States exclusive of Alaska.

(b) When an enlisted man absent without leave or on furlough, who is without means to return to his proper station, reports at a post, camp, or station, the commanding officer thereof may authorize the enlisted man to be furnished with the transportation necessary to enable him to return to his proper station and the cost thereof to be borne by the enlisted man.

b. Travel orders and other procuring instruments must cite the procurement authority to which the transportation costs are chargeable.

SECTION II

TROOPS

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55. Motor transportation—commercial.—Troop movements by motor transportation will be handled as outlined in paragraph 57.

56. Water transportation—commercial.—Troop movements by water transportation will be handled as outlined in paragraph 57 with the exception of travel to points beyond the continental limits of the United States. (See par. 10b(5), AR 30-905.)

57. Commercial transportation.—Troop movements by commercial transport will be controlled by the War Department through corps area commanders, commanders of exempted stations, and The Quartermaster General, as follows:

a. All movements of 49 or less will be controlled by the War Department through corps area commanders and commanders of exempted stations in accordance with existing instructions, except that routing for such movements will be determined by the officer controlling the movement. (This will include the rail movements of such small National Guard active units to their unit training centers, or their assembly prior to departure for training centers, as it is deemed desirable and practicable to make. It may also include others as determined by higher authority.)

b. Movements of 50 or more will be controlled through The Quartermaster General, in accordance with existing instructions (see Army Regulations) as modified below:

(1) Movement of units will be initiated only upon War Department orders.

(2) In the event War Department orders have been issued for the movement of troops, routing instructions will be requested in the manner prescribed in Army Regulations unless this is impracticable. In the event that an emergency movement must be made and when it is impracticable to reach the Office of The Quartermaster General by telegraph or telephone, corps area and/or exempted station commanders (acting in place of The Quartermaster General as traffic manager of the Army) are authorized to make the necessary arrangements for the movement direct with the district manager of the A. A. R. district wherein the entraining points are located, followed by prompt notification to The Adjutant General and The Quartermaster General.

(3) Movements on special troop trains will not be made until the commanding officer at point of origin obtains a "destination release." "Destination release" is defined as a signification by the commanding officer at destination that he is ready to receive and can unload and care for, on arrival, the troops and accompanying impedimenta (if any) to be shipped.

SECTION III

MILITARY IMPEDIMENTA

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58. Definition.—The term “military impedimenta” is used only when describing, and is descriptive only of, certain articles *accompanying troop movements*. The term is not applicable to these same articles when shipped in other than troop movements. A definition may best be supplied by exclusion rather than inclusion. Checkable baggage, livestock, vehicles, guns, caissons, limbers, household goods, in any quantity; and pontons, forage, ammunition, or other articles *shipped in straight carload lots* are not to be described under this generic term on bills of lading. Articles not excluded from the application of the term are to be described on bills of lading as military impedimenta. The use of the term is authorized when the articles included in the description are either transported in trains with troops or in connection with troop movements.

59. Use of term confined to rail movements.—The use of this term is authorized only when the transportation lines are parties to Consolidated Freight Classification No. 13, supplements thereto, or reissues thereof.

60. References.—Paragraph 10a(7) to (12), inclusive, AR 30-945; and chapter 14 of this manual.

61. Control.—The provisions of the preceding section regarding troops apply with equal weight to shipments of military impedimenta and any other equipment or supplies accompanying troop movements.

SECTION IV

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62. Highway transportation.—Transportation of supplies by highway transport will be controlled by the War Department through

The Quartermaster General and corps area and exempted station commanders.

63. Water transportation.—Transportation of supplies by water will be controlled by the War Department through The Quartermaster General.

64. Rail transportation.—Transportation of supplies by rail will be controlled by the War Department through The Quartermaster General, shipping agencies, and receiving agencies, the term "rail transportation" including within its scope all means of *commercial* transportation in the zone of the interior.

65. Destination control.—Shipment of supplies, in any amount except less-than-carload, will be made only after shipping agency has received a destination release from the commanding officer at destination. Copy of this release will be furnished to a representative of the M. T. S. accredited to the office of the destination transportation officer. "Destination release" is defined as a signification by the commanding officer at destination that he can and will receive and unload, within 48 hours after arrival, the supplies involved.

66. Effect of requiring destination release.—On M-day the requirement that destination releases be used becomes effective. The effect of this requirement is as though an embargo had been declared on shipments destined at any military installation, and these destination releases serve as permits under the embargo system thereby created.

67. Other embargo measures.—Contractors furnishing supplies to the Army are to be governed by the same provisions for the use of destination releases as shipping agencies of the Army. In the event a destination quartermaster has any doubt in his mind that a contractor will subject himself to these provisions, arrangements can be made through the representative of the M. T. S. accredited to his office to have an embargo placed against the contractor involving only shipments for that particular point, shipments to be released when the M. T. S. representative notifies the initial carrier to accept shipments at such times and in such quantities as are convenient. These arrangements would not conflict with the law inasmuch as this later embargo would be supplementary to the in-fact embargo placed by means of the requirement for the use of destination releases.

68. Quantity shipments.—In addition to the requirement that a destination release will be required prior to the shipment of *any amount* in excess of less-than-carload, in time of war the transportation officer at *point of origin* is given authority to ship five carloads

or less by routes selected by him without requesting routing instructions from The Quartermaster General. During peacetime the transportation officer must request routing from The Quartermaster General when the quantity amounts to two carloads or more. Although the responsibility for routing is greater in time of peace than in time of war, the transportation officer has a representative of the M. T. S. assigned to advise him in time of war. The decisions for the selections of the routes, however, are responsibilities of the transportation officer.

69. Authority for shipments of supplies.—Subject to the provisions of the first three paragraphs of this section, the transportation of supplies is authorized as follows:

a. Corps area or department commander.—(1) Within the territorial limits of a corps area or department.

(2) From places within a corps area or department to a depot outside the territorial limits thereof.

(3) From places within a corps area or department to a station or mobilization or concentration point outside the territorial limits thereof, to which troops stationed within the corps area or department are ordered or have been sent.

b. Chief of procurement service concerned.—(1) From the place of purchase to a depot or to a place where troops are stationed.

(2) From one depot to another.

(3) From a depot to a place where troops are stationed, accomplished under the authority of the chief of the procurement service concerned.

SECTION V

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70. Checkable personal baggage.—The transportation of checkable baggage is controlled by the authority controlling the movement of troops and individuals. (See par. 19, AR 30-920.)

71. Authorized baggage, civilian personnel.—(See definition, par. 9, AR 30-960.) The transportation of authorized baggage of civilian personnel on temporary or permanent change of station is controlled by the authority controlling the transportation of the civilian personnel.

72. Authorized baggage, military personnel.—(See definition, par. 9, AR 30-960.) The transportation of authorized baggage of military personnel on temporary or permanent change of station is controlled by the authority controlling the transportation of military personnel. It is not expected that baggage under this heading will constitute a major problem for transportation officers in time of war.

SECTION VI

ANIMALS

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73. Animals accompanying troops.—Transportation of animals accompanying troops is controlled by the authority controlling the troop movement. (See AR 30-965.)

74. Animals not accompanying troop movements.—Transportation of animals not accompanying troops is controlled in a manner similar to the transportation of military supplies, although this control is subject to the provisions of AR 30-965.

CHAPTER 7

DUTIES, RESPONSIBILITIES, AND FUNCTIONS

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SECTION I

INTERSTATE COMMERCE COMMISSION

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75. Priority orders.—In time of war or threatened war the President may certify to the Commission that it is essential to the national defense and security that certain traffic shall have preference or priority in transportation, and the Commission shall, under the power herein conferred, direct that such preference or priority be afforded. (*41 Stat. 477; 49 U. S. C. 6.*)

76. Orders of Commission directed to carriers only.—Orders of the Commission are directed to the carriers over which it has statutory jurisdiction. Insofar as military transportation matters are concerned, any instructions of the Commission must be transmitted through or by The Quartermaster General if they are to be, or are intended to be, observed by military personnel. Any orders directed to or received by military personnel and not transmitted by The Quartermaster General or by his authority must be referred to The Quartermaster General for instructions. The Commission cannot issue instructions directly to military personnel. This prohibition pertains particularly to embargoes. However, rates, rules, and regulations published by the carriers in tariff form and filed with the I. C. C. have the force and effect of statute law and must be observed by both carriers and shippers.

SECTION II

ASSOCIATION OF AMERICAN RAILROADS

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77. Primary considerations.—It is believed that military transportation requirements can best be met by means of centralized control and direction and decentralized operations. The Quartermaster General, traffic manager of the War Department, with the organization known as the Military Transportation Section (M. T. S.), Car Service Division, Association of American Railroads (which has been set up to represent the railroads of the United States in rendering assistance to the Quartermaster Corps in the movements of troops and supplies and to give counsel in any other matter pertaining to rail transportation in which its assistance is requested), constitutes the centralized control and direction. The decentralized operation is effected by means of quartermaster transportation officers in the field working in conjunction with the representative of the M. T. S.

78. Basis for indicated method.—A document titled "Outline of Relations between Representatives of Rail Carriers of the United States and the Military Authorities" constitutes the basis for the method of control, direction, and operation discussed in the foregoing paragraph.

79. What is the M. T. S.?—*a.* This organization is located in the office of The Quartermaster General and has field representatives at all critical points when so desired by The Quartermaster General. In time of war there will be a representative of the M. T. S. accredited to quartermaster transportation officers at all strategic points or as determined by The Quartermaster General. The ultimate object of having representatives in the field is to relieve the quartermaster transportation officer from the burden of having to contact numerous local agents. These representatives will serve as liaison between the quartermaster transportation officers and all the railroads in the vicinity of their stations, and in connection with all matters involving both passenger and freight transportation. They will assist the officers to whom they are assigned not only in matters pertaining to transportation of troops and supplies but in any other matter pertaining to transportation in which their assistance may be requested.

b. The M. T. S. is a voluntary organization created by the railroads of the country to assist them in providing the United States Army with transportation facilities when and where desired, and to assist The Quartermaster General in successfully performing his duties as traffic manager of the War Department.

c. The field representatives work in close cooperation with the initial railroads in making arrangements for equipment, and coordinate with the chairman of the territorial passenger association territories in which they are located. (See chs. 12 and 16 for details.)

80. Other activities of the A. A. R.—Almost every phase of railroading is touched by the work of the A. A. R. Without going into detail, the principal activities of the association are conducted through five departments: Law; Operations and Maintenance; Traffic; Finance, Accounting, Taxation, and Valuation; and Planning and Research.

81. Information obtainable through M. T. S. representative.—Among the secondary duties performed by the M. T. S. representatives is to obtain information desired by transportation officers from any activity of the Association of American Railroads or from any individual railroad which is a member of that association.

SECTION III

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82. General.—Necessarily the contents of this section must be dealt with by means of a general discussion. For those transportation officers who do not possess a transportation background, reference may be made to the Freight Traffic Red Book or the Motor Truck Red Book for detailed information. The representative of the M. T. S. accredited to the office of the transportation officer will be able to supply information concerning these matters, also.

83. Freight committees.—These committees are maintained by the carriers in order to provide a medium of establishing and maintaining just, reasonable, and otherwise lawful rates for the transportation of freight, and for other purposes as determined by them. These freight committees determine upon rates, or the Interstate

Commerce Commission substitutes its judgment for that of a committee from time to time. The freight rates are generally published in so-called agency tariffs which are tariffs containing rates from, to, or between freight territories in which the carriers are said to concur. Participation is effected by means of powers of attorney or concurrences. Tariffs containing these rates may be obtained through the general freight agent of the line serving the post, camp, or station. These freight territories and committees are as follows:

New England Territory (New England Freight Association).

Trunk Line Territory (Trunk Line Association).

Central Freight Association Territory (Central Freight Association).

Southeastern Territory (Southern Freight Association).

Western Trunk Line Territory (Western Trunk Line Association).

Southwestern Freight Bureau Territory (Southwestern Freight Association).

Transcontinental Freight Bureau Territory (Transcontinental).

84. Passenger committees.—The work performed by these committees is similar to that performed by the freight committees in general, but of course differs in many respects from the freight committees' work for reasons which are apparent. Classification committees' work is confined to freight and does not affect the work of the passenger committees, except insofar as it may be pertinent to troop movements. Section 21 of the current Joint Military Passenger Agreement (No. 16) contains instructions with respect to this feature. The several passenger committees are known as—

New England Passenger Association.

Southern Passenger Association.

Trunk Line Association.

Central Passenger Association.

Southwestern Passenger Association.

Transcontinental Passenger Association.

Western Passenger Association.

} Western Military
Bureau for mili-
tary movements.

The boundaries are indicated in the current Joint Military Passenger Agreement.

85. Motortruck and other highway carriers.—Certain agents of the railroad tariff bureaus are also authorized to act for and publish rules, regulations, ratings, and rates on behalf of the highway

carriers. There are also agents whose responsibility is entirely confined to the interests of the highway carriers and have no connection with railroads. The major association of the highway carriers is the American Trucking Associations, Inc., Washington, D. C.

86. Water lines.—These lines, too, have their associations. Matters of common interest with rail lines are handled through the railroads' committees and bureaus, but certain matters which affect water transportation solely are entrusted to bureaus, etc., which have no connection with railroad organizations.

SECTION IV

THE QUARTERMASTER GENERAL

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87. Statutory provisions.—*a.* The Quartermaster General, under the authority of the Secretary of War, shall be charged * * * with the transportation of the Army by land and water, including the transportation of troops and supplies by mechanical or animal means; with the furnishing of means of transportation of all classes and kinds required by the Army * * *. *Sec. 9, act of June 3, 1916 (39 Stat. 170); sec. 9, act of June 4, 1920 (41 Stat. 766); 10 U. S. C. 72; M. L., 1939, sec. 66.*

b. The Secretary of War shall * * * prescribe general regulations for the transportation of the articles of supply from the places of purchase to the several armies, garrisons, posts, and recruiting places, * * *. *R. S. 219; 10 U. S. C. 1192; M. L., 1939, sec. 67.*

c. The transportation of troops, munitions of war, equipment, military property, and stores throughout the United States shall be under the immediate control and supervision of the Secretary of War and such agents as he may appoint. *R. S. 220; 10 U. S. C. 1363; M. L., 1939, sec. 896a.*

88. The Quartermaster General's responsibility and jurisdiction.—Paragraph 2a, AR 30-905, states:

The Quartermaster General is responsible for the supervision and direction of all matters connected with the transportation of the personnel and property of the Army by land and water, and is also designated as War Department traffic manager and will exercise jurisdiction over all transportation activities of the War Department.

The term "transportation" as used in the Army Regulations of the 30-series, covering commercial means of transportation, means any form or method of commercial transportation.

89. Means of exercising authority.—Actual operations are carried on through field agencies: corps area, department, depot, post, camp, and station quartermasters. The Quartermaster Corps serves as an intermediary for the several arms and services of the War Department on the one hand and the carriers on the other. (The carriers may be of the common, the private, or the contract types.)

90. Limitations on transportation activities of other arms and services.—*a.* Chiefs of arms, services, or the National Guard Bureau of the War Department will apply to The Quartermaster General for all traffic information, including routes, rates, and methods of shipping, regardless of the appropriation from which the charges may be payable. This rule will also apply in cases where information as to the cost of transportation is desired in determining the cost of supplies purchased. Activities in the field will similarly apply to the local quartermaster for information in connection with traffic matters.

b. All correspondence and inquiries relative to classification of commodities, including raw materials as well as finished products, terminal charges, switching charges, freight rates, arbitraries, discriminatory rates, tariffs, and questions pertaining to freight, passenger, or express shipments, will be referred to The Quartermaster General.

c. All communications respecting special rate quotations, rate equalization, embargoes, terminal facilities, switching or delivery arrangements, and unusual traffic conditions received from carriers by an officer in the field or by an arm, service, or bureau will be submitted to The Quartermaster General.

91. Wartime functions in zone of the interior.—In addition to the foregoing, the following specific functions are among those performed by The Quartermaster General:

a. The coordination of military transportation by commercial means by railroad, by motor carriers, by water, and by commercial air lines in the zone of the interior is vested in the traffic manager of the War Department.

b. Priorities governing movements of military personnel and supplies are not a prerogative of The Quartermaster General but are reserved to the Secretary of War.

c. Embargoes may be established by The Quartermaster General in accordance with the provisions of AR 30-970, or in harmony with such priorities as may be established by the Secretary of War, and are limited in their scope to military traffic.

d. Preparation of plans for the control and direction of troop movements, shipments of supplies, and coordination with the railroad authorities, together with the execution of these plans when called upon to do so.

SECTION V

CORPS AREA AND DEPARTMENT QUARTERMASTERS

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92. Control of Army transportation.—See chapter 6.

93. Responsibilities.—See paragraphs 4 and 5, AR 30-5. The corps area quartermaster is a member of the staff of the corps area commander for the supervision and coordination, under the latter's direction and control, of all quartermaster activities under the jurisdiction of the corps area commander. In general, all communications from subordinate officers in the field to The Quartermaster General pass through the corps area quartermaster. Procurement authorities for the movement of quartermaster supplies within a corps area or department are issued by The Quartermaster General to the corps area; the latter reallots amounts to operating agencies.

SECTION VI

COMMANDING OFFICERS

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94. Posts, camps, and stations.—*a.* Paragraph 10*h*, AR 210-10, provides that commanding officers will see that Government transportation is used solely on authorized Government business and in accordance with law.

b. See paragraph 7, AR 35-840, for subauthorization of procurement authorities, and chapter 9, this manual, for information concerning procurement authorities involved in transportation.

c. For other duties of commanding officers see AR 210-10.

95. Commanding officers of units.—The commanding officer of the troops to be moved will submit to the transportation officer full information concerning the designation of the organization; strength in men and animals; number and types of vehicles with their weights; description, weights, and measurements of equipment

and supplies, together with an estimate of the number and types of ordinary and special railroad equipment that will be required to effect the movement. He, together with the transportation officer arranging for the movement and the representative of the M. T. S., inspects the railroad equipment prior to loading. He appoints a loading officer and designates loading details from his command who are charged with the expeditious loading of troops and impedimenta. During the journey he or the train commander, if he is not present, is responsible for the care and conduct of the troops and the safety of the impedimenta.

CHAPTER 8

THE TRANSPORTATION OFFICER

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SECTION I

DUTIES

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96. Basic duties.—Paragraph 3, AR 30-905, indicates the general duties of a quartermaster performing transportation functions.

a. The duty of furnishing transportation at any post, camp, or station, including depots, will be intrusted to one office of the Quartermaster Corps on whom all requests therefor will be made.

- b.*
- (1) The quartermaster of each post, camp, or station has complete control of all matters pertaining to transportation at that station, subject to the orders of the commanding officer thereof.
 - (2) He will give his attention at all times to the proper conduct of all matters pertaining to transportation at his station, reporting any unusual conditions to The Quartermaster General.
 - (3) He is responsible that the records incident to transportation are kept in the proper manner and up to date at all times and that correspondence pertaining thereto is handled promptly.
 - (4) He is responsible for the issuance of bills of lading and transportation requests, the receipt and forwarding of freight and express shipments, and the movement of troops.

97. Partial list of specific duties.—These enumerated duties are indicative and not all-inclusive. They are arranged in the same order as in paragraph 96.

a. Technical advisor to the commanding officer.

Decisions on types and kinds of transportation to be employed.

b. Recommendation regarding congestion that indicates a need for an embargo.

Employment of motor transportation in lieu of rail when to the advantage of the United States.

Arrangement for average agreement.

Reporting to The Quartermaster General when transportation is not ample.

Loading and unloading facilities at his station.

Prevention of demurrage and storage.

Packing and crating (when not performed by another facility).

Observance of laws pertaining to shipping.

Observance of I. C. C. tariff and classification provisions.

Inspection of railroad equipment when used for outbound movement of troops, their impedimenta, and supplies.

Securing proper routing instructions and routings.

c. Records of property shipped.

Records of property received.

Car Record Book, W. D., Q. M. C. Form No. 208.

Accountability for bills of lading and transportation requests.

Adequate supply of blank forms used in connection with transportation.

Routing and rate files.

Monthly and quarterly reports.

Correspondence in connection with recoupment of funds.

Records of property shipped for Government agencies other than the War Department.

d. Issuance of transportation requests upon orders from competent authority.

Preparation of bills of lading.

Observation of special requirements when livestock and dangerous articles are shipped.

Selection of the most economical methods of shipping when economy is the predominating factor.

Cooperating with commanding officers of units to be moved from his station insofar as transportation matters are concerned.

98. Duties in time of war.—In time of war the duties of a transportation officer are identical with his duties in time of peace, but

in addition he must bear in mind that in times of emergency the transportation systems of the Nation will probably be taxed to their capacity. Transportation facilities will be ample to meet requirements if everyone using transportation refrains from wasteful practices and the inflation of their requirements. These practices foster panics and create a false impression upon the public at large that transportation systems in general and railroads in particular are not capable of providing for the transportation requirements of the Nation. Therefore, the transportation officer should scrupulously observe the following rules and impress upon others with whom he transacts business involving transportation their importance in maintaining unimpaired the transportation systems of the country.

a. Do not load cars until destination releases (permits) have been received.

b. As far as practicable, utilize railroad cars to their cubic or other capacity.

c. Discuss car requirements with the representative of the M. T. S. accredited to the office and order only the number of cars actually required and no more.

d. Order cars sufficiently in advance to enable the railroads to obtain types and sizes of cars required, thus avoiding resort to the "two-for-one" rule, or the substitution of larger cars for those actually needed.

e. Try to make one freight car do the work of two. This goal can be reached by prompt loading and release; prompt unloading and release (preferably within 1 working day after the time of placement for loading or unloading); together with maximum utilization of capacities of the cars.

f. In planning shipping or receiving schedules remember that there is no necessity for "shipping the anchor before the keel is laid."

g. When arranging for the preparation and forwarding of destination releases from station, post a schedule indicating the dates on which have been indicated to shipping points that the cars are to be forwarded to station. Include estimates of time in transit (obtained from the M. T. S. representative) in order that proper facilities can be provided for prompt unloading, thereby helping to prevent an accumulation of loaded cars awaiting unloading.

h. Record the *actual* amount of time consumed in transit between shipping points and station so that estimates referred in *g* above can be currently revised and destination releases issued thereafter can be based upon *actual* time consumed in transit.

i. Provide a safety factor by so planning the system of destination releases that unloading facilities will not be committed 100 percent

in advance of receipt of the supplies. Unexpected emergency shipments together with "bunching" in transit must be expected and provision made therefor.

j. Experiment with new methods of packing and loading (not prohibited by the Consolidated Freight Classification, Army Regulations, and individual carrier's rules) with the object in view of loading more freight in a given amount of car space, consistent with safety.

k. Never use freight or other cars for storage purposes.

l. Obtain copies of the quarterly report of the local regional Shipper's Advisory Boards from the M. T. S. representative for information relative to transportation conditions in the region of the car service division, A. A. R., in which station is located.

m. Do not "play" the local agents of the railroads against each other in order to obtain advantages resulting from the cultivation of the competitive spirit among them. Aside from routine business, deal with the railroads through the representative of the M. T. S. accredited to the office.

n. Consider the representatives of the M. T. S. or other representatives of the A. A. R. as friends, not antagonists. They are as anxious to "win the war" as are transportation officers.

o. Remember that there will be ample transportation to meet the Nation's requirements if all shipping and receiving agencies—military and civilian—utilize transportation facilities in a prudent and economical manner.

p. Less-than-carload shipments will be held to a minimum.

q. Government owned rail equipment will be used as much as possible consistent with the characteristics of the supplies and the urgency of the situation.

99. Description of duties.—The duties of quartermaster transportation officers are analogous to those of a traffic manager of a corporation, modified by the special requirements and obligations of the military service.

100. Unit quartermaster transportation officers.—These officers on the staffs of unit commanders render assistance to plans and training officers in the preparation of troop movement schedules and tables. They act as advisors to the unit commander, members of his staff, and his subordinate commanders on rail transportation matters. These officers will not require the extensive set-up required by post, camp, or station transportation officers.

101. Responsibility of transportation officer in troop movements.—After receipt of the *estimated* requirements of equipment the transportation officer arranging for the movement of troops will deter-

mine the *actual* type and amount of rail equipment required in accordance with seating allowances, carload minimum weights, and other authorizations published in Army Regulations and the carriers' tariffs. Army Regulations authorize standard Pullman sleeping cars, tourist sleeping cars, or coaches for personnel; baggage cars for messing facilities; freight cars for impedimenta; and stock cars for animals. The transportation officer will take the necessary action as prescribed by paragraph 8, AR 30-930, to secure the desired routing and equipment for parties of 50 or more through The Quartermaster General who will furnish the routing and arrange for placing the necessary equipment. The military transportation section will advise the initial carrier, whose representative will contact the transportation officer. In connection with the above, if after routing and arrangements have been made, should there be any necessity for a change in the number of men which would require a change in the equipment or any change in the date of departure, The Quartermaster General should be advised immediately, and at the same time, the representative of the initial carrier. The transportation officer is responsible for the inspection of the equipment tendered by the railroads and the determination that it is suitable and serviceable for the use intended. He will issue transportation requests to cover the movement of personnel, and prepare and execute bills of lading covering shipment of the impedimenta. The bills of lading are prepared after the property has been loaded in or on cars and the shipping tickets delivered to him by the organization concerned. He is responsible for the observance of the railroads' loading rules. (See chapter 7 for responsibilities of commanding officers of units in troop movements.)

102. Duties not limited to particular installations.—The duties of post, camp, or station transportation officers herein indicated apply to any office in the field, whether constituted as a branch of a depot, camp, garrison, or post quartermaster's office, or operating independently. Basically, every transportation officer or office of the Quartermaster Corps has both administrative and operating functions to perform.

SECTION II

ORGANIZATION OF THE OFFICE

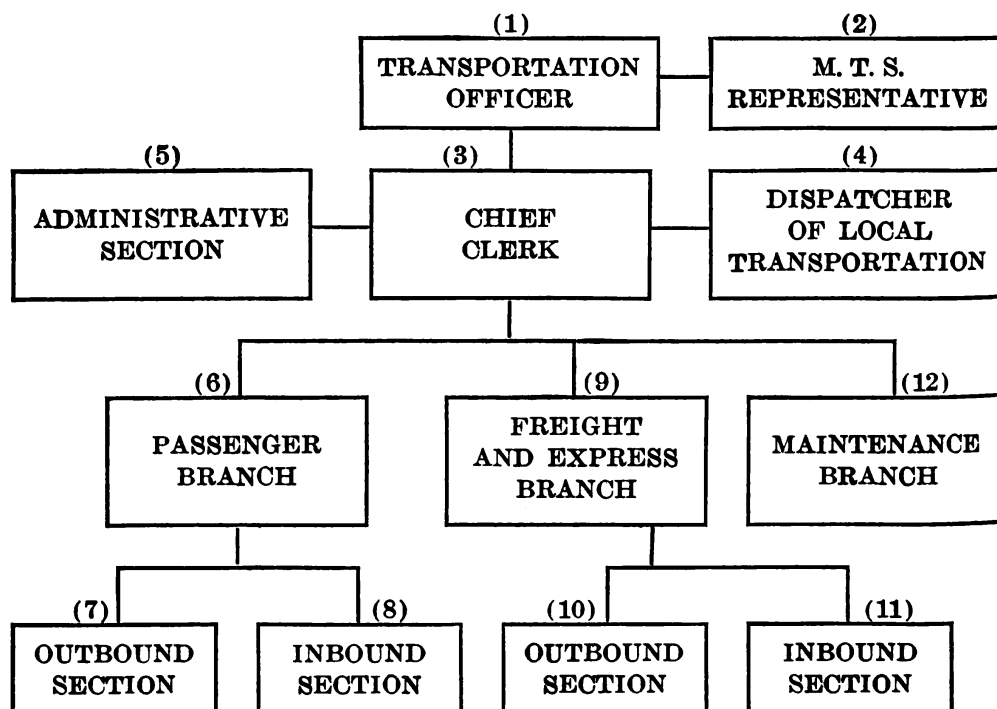
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103. Preliminary considerations.—An officer assigned as transportation officer may be detailed to a post, camp, or station which has

been in existence for some time or he may find himself at a place which is in process of development. In the former instance, he will doubtless find a well-organized transportation division which may require expansion only, but in the latter he will be forced to bring into existence a transportation division which must be developed in accordance with the present and future situations which confront and will continue to confront him. While Circular No. 1-15, O. Q. M. G., Regulations Governing Civilian Employees, will supply him with details of the subject, it is impracticable to attempt to set forth details of the organization of the office of the post, camp, or station transportation officer which obtain under any and all circumstances.

104. Military personnel and functions.—The following organizational chart of a transportation division of a station quartermaster's office is designed for a camp of approximately 20,000 troops during mobilization, when the transportation activities are at their peak. It may be modified to suit varying situations, but it is only illustrative and not mandatory. Nevertheless, the operating duties shown therein will normally devolve upon any office in some degree, and proper organization is most essential to efficient operation.

a. Organization chart, transportation division, station quartermaster's office.



b. Functional duties.

Designation	Personnel	Duties
(1) Transportation officer.	1 captain, Q. M. C. 1 first lieutenant, Q. M. C. (assistant).	Assistant to the quartermaster in charge of administration and all operations pertaining to transportation.
(2) M. T. S. representative.	1 traffic expert-----	May be detailed by the M. T. S. Serves in an advisory capacity.
(3) Chief clerk-----	1 warrant officer or grade 1 noncommissioned officer, Q. M. C.	Assistant to transportation officer. In charge of administrative section.
(4) Dispatcher of local transportation.	1 grade 3 noncommissioned officer, Q. M. C.	Dispatches vehicles of local motor and animal transport pool.
(5) Administrative section.	(Chief clerk in charge.) 2 grade 5 noncommissioned officers, Q. M. C., clerks. 1 grade 7 messenger.	Maintenance of office files. Claims and adjustments. Fiscal accounts. Reports.
(6) Passenger branch.	1 grade 2 noncommissioned officer, Q. M. C.	Handles all matters pertaining to passenger transportation.
(7) Outbound section (passenger).	2 grade 3 noncommissioned officers, Q. M. C. route clerks. 2 grade 4 or 5 noncommissioned officers, Q. M. C., clerks and typists.	Examine travel orders. Prepare transportation requests; arrange accommodations for passengers; collect money for stopovers.
(8) Inbound section (passenger).	1 grade 3 noncommissioned officer, Q. M. C., 2 grade 6 or 7 Q. M. C. messengers.	Furnish guides and receive transportation papers of incoming passengers.
(9) Freight and express branch.	1 grade 2 noncommissioned officer, Q. M. C.	Handles all matters pertaining to freight and express shipments.
(10) Outbound section (freight).	2 grade 3 noncommissioned officers, Q. M. C., rate clerks and typists. 1 grade 4 noncommissioned officer, Q. M. C., overseer of checkers. 4 grade 6 or 7 Q. M. C. checkers. (Labor details as needed.)	Operate shipping room. Prepare bills of lading. Superintend loading of freight, baggage, and express.
(11) Inbound section (freight).	2 grade 3 or 4 noncommissioned officers, Q. M. C., clerks. 5 grade 6 or 7 Q. M. C. checkers. 1 grade 7 Q. M. C. messenger.	Receive all incoming freight, express, and baggage and arrange for its delivery. Operate freight station. Prepare bills of lading for accomplishment.
(12) Maintenance branch (necessary only when trackage is Government-owned).	1 grade 2 noncommissioned officer, Q. M. C. 1 grade 4 noncommissioned officer, Q. M. C., draftsman. 1 grade 5 clerk.	Preparation of plans, inspection, and estimates; work is performed by utilities division.

105. Civilian personnel and functions.—*a.* In the event that the office is to be staffed with civilian personnel, other than the commissioned officers or warrant officers, the functional duties will remain the same as those indicated in the preceding paragraph but they will be performed by an entirely different class of personnel selected under a different method from that obtaining in the selection of military personnel.

b. Section III, Circular No. 1-15, O. Q. M. G., requires that P. C. B. Form No. 18 be used as a guide by field installations in determining personnel required. The pages in that form referred to by section III, Circular No. 1-15, O. Q. M. G., indicate representative duties performed by the personnel in the various categories and classifications. Lists of positions authorized for the field service of the Quartermaster Corps are listed in section III, Circular No. 1-15, O. Q. M. G., but these lists are not necessarily bars to the addition of positions deemed necessary but not included therein.

c. The personnel division of the post, camp, or station will have control over the procurement of the necessary personnel and the transportation officer will make known his requirements to that division.

d. Some of his personnel will fall within the transportation rate and traffic group (pp. 715-726); others from the Clerical, Administrative, and Fiscal Service (p. 515), particularly the general clerical and administrative series, the stenographer series, the clerk-stenographer series, and the mail, file, and record group; while still others may be found within checker and laborer series, and the Custodial Service. With the assistance of the personnel division of the post, camp, or station, the transportation officer will be able to determine the personnel required by comparing the duties and responsibilities of personnel in the preceding paragraph with the duties and responsibilities of the civilian personnel set forth in P. C. B. Form No. 18.

SECTION III

PLANS FOR OPERATION

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106. Preliminary considerations.—Before he enters upon his duties the transportation officer must make an estimate of the situation confronting him. He must ask himself the following questions:

What am I to do? or, What is to be done?

Why is it to be done? or, What is the purpose of it?

When is it to be done?

Where is it to be done?

Who is going to do it (how will the work be apportioned)?

How is it going to be accomplished?

Having answered these questions and oriented himself the transportation officer can then proceed in an orderly fashion to perform his duties.

107. Scope of the work.—In order to attain success in the work to which he has been assigned, the transportation officer must not limit himself to the mere mechanics of transportation. There are very few branches of a quartermaster's activities which demand the exercise of as much ingenuity and foresight, together with all-around knowledge of military activities and arts and sciences, as that of the transportation officer. He must be a philosopher of sorts, as well as a handy man and a traffic expert. These demands upon him are compensated by the fact that few jobs in the Army, well-performed, afford as much satisfaction as that of the transportation officer. He is the one who sees to it that the necessary transportation is provided to transport the soldier and supply his needs.

108. Troop movements.—Probably upon mobilization and immediately afterward, the most pressing problem will be troop concentration. The transportation officer does not wait until he receives orders to move a unit before taking any action, but sees to it that there is a schedule already prepared—or he prepares one himself—showing the rail equipment necessary to transport any of the units at his station or of the command to which he has been assigned. He makes certain that this information is also available in connection with possible movements by motor transport. He also makes the following survey:

a. Railroads.—Names of railroads serving the station; nearest cities with which they connect; number of tracks of each line; detraining places; freight yards; facilities; schedules.

b. Main highways.—Names; distances to other cities; number of traffic laws; large parking places; entrucking and detrucking facilities.

c. Maritime facilities.—Depths of channels; dock characteristics; ship and storage capacity of piers; steamship and ferry services.

d. Airways.—Established air lines and cities which they serve, airports and their capacities and dimensions.

109. Shipments of impedimenta.—Animals, vehicles, guns, and other impedimenta may accompany troop movements. Some of these require special loading facilities, while others may require cars of a type difficult to procure. Matters of this sort are anticipated and provisions made therefor.

110. Shipments of supplies.—These may involve incoming only, outgoing only, or both incoming and outgoing movements. Close co-operation must be maintained with the supply division or the supply officer of the arm or service concerned in order to arrange for prompt, orderly, and efficient handling of shipments of supplies.

SECTION IV

FACILITIES REQUIRED

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111. Loading and unloading facilities.—Loading and unloading facilities will either exist at the station or must be constructed. In the event they are to be constructed the transportation officer discusses the requirements with the utility officer at the station. Additional trackage may be required. This will be a matter to be arranged for through the utility division, likewise. In the event power units for switching purposes are required they will be arranged for through the supply division. Ordinarily a railroad serving the station will provide the greater portion of the switching services required.

112. Office equipment.—Typewriters, desks, chairs, labor saving devices, filing cabinets, blank forms (other than transportation requests and bills of lading), letterheads, other office supplies, and miscellaneous equipment will be obtained from the supply division of the station.

113. Estimate of requirements.—Requirements depend entirely upon the amount and kind of work to be accomplished by the transportation officer. No fixed rule can be laid down on this point.

114. Blank forms.—The blank forms required in transportation activities are listed in appendix V.

SECTION V

SOURCES OF INFORMATION

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The Quartermaster General's Office-----	118

115. Military.—Army Regulations will ordinarily contain sufficient basic information to enable a transportation officer to accomplish what is expected of him. An inexperienced officer will find difficulty in discovering just what Army Regulation covers a particular point. To assist him AR 1-5 and AR 1-10 will be available, but appendix IV will cover more in detail the possible questions which may arise in his mind. Appendix III lists the Army Regulations and other military publications to which reference will most frequently be required.

116. Nonmilitary.—Certain transportation officers will have had civilian or military transportation experience and will bring with them informed judgment. Appendix III contains a partial list of nonmilitary references which will serve as a reminder to those with experience, and as an informative list to those whose previous transportation experience has been limited.

117. Personal contacts.—*a.* The representative of the M. T. S. accredited to the office of the transportation officer will prove to be the most valuable of these. Though not obliged to reveal all matters to this representative, a transportation officer will do well to have a thorough understanding with him concerning his duties and then explain the situation to him in a thorough manner so that the transportation officer and the representative of the M. T. S. will not work at cross-purposes.

b. It is the representative's duty to communicate to the transportation officer any information that he may receive concerning equipment and its availability, any other data which pertains to his assignment, and to act as an adviser in any transportation matters which the transportation officer desires to discuss with him.

118. The Quartermaster General's Office.—The transportation officer should not hesitate to ask the Office of The Quartermaster General for any information which in his opinion requires to be referred to that office.

SECTION VI.

CONTACTS WITH RAILROADS

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Functions of M. T. S. representative.....	120

119. General.—*a. Handling of routine and important matters.*—While routine matters may be handled, and routine business transacted, between the personnel of the railroads serving the station and the personnel of the office of the transportation officer, better results will be obtained if the transportation officer in the more important matters is guided by the advice of the M. T. S. representative.

b. Routings.—The chairmen of the several territorial passenger associations are authorized to submit periodically directly to transportation officers at military posts suggested routings to be used of the movement of individuals and groups of less than 50 (less than 15 in time of peace). The transportation officer, however, is not obliged to use these routes. He is the sole judge of their desirability.

120. Functions of M. T. S. representative.—Among the functions of this representative are the following:

a. Has full authority to act for and in the name of the railroads in all matters pertaining to military transportation.

b. Will work in close cooperation with the initial lines in making arrangements for required equipment.

c. Will inspect equipment tendered by the carriers, jointly with the transportation officer, and replace any unserviceable or damaged equipment.

d. Will inform the Headquarters, Military Transportation Section, Office of The Quartermaster General, daily by wire, in cipher, of movements of troop trains.

e. Will make his records available to the transportation officer upon request.

f. Will render whatever assistance the transportation officer desires.

SECTION VII

EXTRAORDINARY OR UNUSUAL PROBLEMS

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121. General.—While all extraordinary or unusual problems cannot be foreseen, the transportation officer will be the one to decide

what problems fall within this category. What may be a problem of that character at one station may be a matter of routine business at another.

122. Instructions.—The duties of the transportation officer have been outlined in section I, and that description will prove sufficient to enable him to decide what matters should be transmitted to The Quartermaster General for instructions.

123. Matters which must be acted upon by The Quartermaster General.—*a.* Requirements for any special railroad equipment.

b. All movements of Government tank cars.

c. Routings for freight shipments of 2 carloads or more.

d. Troop movements involving the transportation of more than 49 individuals at one time.

e. Congestions requiring embargoes.

f. Disputes with railroads or other carriers involving rates, rules, or regulations published by them.

g. Any other propositions so required by Army Regulations or circular letters from The Quartermaster General.

SECTION VIII

RELATIONS WITH OTHERS

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124. Military personnel.—The transportation officer, while a representative of The Quartermaster General and the corps area quartermaster (unless stationed at an exempted station), is also a member of the staff of the commanding officer and is subject to his orders. His responsibility is to arrange for transportation when and where required and, if unable to satisfy numerous requests at the same time, he should either place his problem before his commanding officer or notify The Quartermaster General through military channels.

125. Civilian personnel.—The civilian personnel in his office is subject to the jurisdiction of the commanding officer of the station. Civilian personnel representing railroads (representatives of the M. T. S., etc.) will have the same degree of subordination as the headquarters to which they are assigned.

SECTION IX

REVIEWING THE WORK OF PERSONNEL

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126. General.—Prudence dictates that the transportation officer frequently review the work of the personnel assigned to his office. Particular attention must be given to the issuance and recording of bills of lading and transportation requests.

127. Commanding officer.—See AR 210-10.

128. Instruction of personnel.—The transportation officer must assure himself that the personnel assigned to perform duties which involve a technical knowledge of transportation are competent to perform those duties.

CHAPTER 9

PROCUREMENT AUTHORITIES

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SECTION I

GENERAL

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Responsibility of officer issuing transportation.....	130
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129. References.—*a. Army Regulations.*

AR 35-840.

AR 35-4860.

AR 35-6120.

AR 35-6130.

*b. Finance Circulars Nos. D-1, D-3, and D-4.**c. Circular No. 1-2, O. Q. M. G.**d. Procurement authorities.*—Procurement authorities are announced in War Department numbered circulars.

130. Responsibility of officer issuing transportation.—The transportation officer will show the authorities, which have been supplied to him, on both bills of lading and transportation requests. It is not within his authority to question the correctness of the procurement authorities quoted in travel or other orders. However, every officer should be familiar with the use of procurement authorities. (See par. 4, AR 35-6130; and par. 15, Cir. No. 1-2, O. Q. M. G.)

131. Recoupment of funds expended for transportation.—The term “recoupment” is used to indicate the reimbursement from funds allocated for a specific purpose to procurement authorities from which funds are obligated to meet a need. This term is frequently met with in peacetime, particularly in connection with travel of officers

of the Regular Army on duties in connection with other components of the Army of the United States. After M-day there are no separate components. All officers, warrant officers, nurses, and enlisted men become members of the Army of the United States. Those instances where recoupment of procurement authorizations will obtain in time of war will be indicated in War Department numbered circulars.

132. Transportation requests and bills of lading.—See paragraph 21*w*, AR 30-910, and paragraph 14*b*, AR 30-950.

133. Officers authorized to issue travel orders or to authorize shipments of supplies.—See chapter 6.

134. General or indefinite procurement authorities.—Army Regulations, War Department orders, or general instructions issued by a chief of an arm, service, or bureau often involve an obligation of funds at numerous points, without further authority from or reference to the chief of arm, service, or bureau and for which it is impracticable to issue procurement authorities in definite amounts to specific procuring agencies. Such procurement authorities will be announced in War Department numbered circulars from time to time.

Illustration—Cemeterial Expenses, War Department, 1940:

QM 3300 P 8-0770 A 1805-0

This procurement authority provides for the transportation of remains of officers, enlisted men, and civilian employees of the War Department from place of death to place of interment, including transportation of escorts. When it becomes necessary to obligate this procurement authority, the responsible officer (not the transportation officer) must report the costs immediately to The Quartermaster General.

135. Specific procurement authorities.—When the chief of an arm, service, or bureau receives his apportionment of funds he will provide for all authorized procurements and purposes from funds as apportioned by him. To accomplish this he will set aside approximate amounts to meet the several purposes for which the apportionment is made, giving consideration to any limitation which an apportionment itself may impose as to the amount which may be used for any particular purpose or purposes. The authority to procure, within the limitations of his apportionment, will be given by him or by such of the subordinates in his office as he may delegate, using for the purpose War Department Standard Form No. 23 (War Department Procurement Authority), which will be required for each

and every procurement (except in the case of the general or indefinite procurement authorities) described below :

Illustration—Army Transportation (A. T.) 1940 :

QM 1783 P 63-0700 A 0525-0 (D)—\$15,000

The letters "QM" indicate that the procurement authority was issued by The Quartermaster General and the number "1783" is its serial number in that office.

The letter "P" followed by "63-0700" is taken from the procurement code; which is the applicable purpose number in the War Department program of expenditure.

The letter "A" followed by "0525-0" signifies the code title, Army Transportation for the Fiscal Year 1940.

The letter "D" in parentheses signifies "rail transportation." If the above indicated procurement authority were to be issued to the Quartermaster Supply Officer, New York General Depot, or the Commanding Officer, Washington Quartermaster Depot, such procurement authority would lawfully permit that officer to incur transportation charges for the movement of "Quartermaster Supplies and Equipment" to the extent of \$15,000 during the fiscal year 1940.

136. Procurement authorities in an emergency.—While procurement authorities are ordinarily to be used and the procedure described followed, it is conceivable that in an emergency time will not permit of orderly and routine transaction of business. In that case a reference to the order authorizing the transportation will suffice. (See par. 9, Cir. No. 1-2, O. Q. M. G.; and par. 4, AR 35-180.)

SECTION II

PROCUREMENT AUTHORITIES AND PROCEDURE

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137. Statutory provisions.—The appropriation for travel of the Army will be apportioned annually by quarters (AR 35-4860).

138. Apportionment and analysis.—*a. Apportionment.*—Apportionment of the appropriation for travel of the Army by quarters and among the various bureaus and departments is made annually.

b. Analysis.—An analysis of mileage disbursements, classifying purposes under which expended, is made by the office of the Chief of Finance.

139. Procurement authorities and regulations governing.—

a. General.—To meet the requirements of paragraph 135, the following instructions are prescribed as governing the use of procurement authority numbers, covering mileage, reimbursement of traveling expenses, or allowances in lieu thereof, as authorized by law, of officers of the Regular Army, the Officers' Reserve Corps, and the Organized Reserves, traveling under competent orders on duty in connection with the Regular Army, the Organized Reserves, or Citizens' Military Training Camps.

b. Operating branch defined.—The general term "operating branch," as used herein refers to the branches, bureaus, corps areas, departments, districts, and other agencies, the chiefs of which are held primarily accountable for obligations incurred by travel orders initiated or issued by them.

c. By whom issued.—Procurement authorities will be issued by the Chief of Finance to the officer in charge of each operating branch. The procurement authorities will specify the amount available for each quarter of the fiscal year, and any unobligated balance remaining at the end of the quarter will be available for the succeeding quarter or quarters of the fiscal year.

d. Travel orders.—Every order directing travel, no matter in what form or by whom issued, will contain a statement showing the procurement authority chargeable, substantially in the following form: "The travel directed is necessary in the military service and is chargeable to Procurement Authority -----." Similarly operating branches not authorized to issue travel orders will indicate in the request for the issuance of travel orders the procurement authority to be charged with the travel.

e. General rules for determining procurement authority to be charged.—(1) *Travel orders issued by corps area and department commanders and others.*—Each travel order promulgated by, or in obedience to, instructions from the War Department on the request of any of the operating branches to whom procurement authorities are issued will quote the procurement authority numbers under which funds have been made available for necessary mileage, and instructions from such commanders to their subordinates for the issuance of travel orders will indicate the proper procurement authority number to be quoted in such orders.

(2) *Orders issued pursuant to instructions from The Adjutant General.*—Orders issued pursuant to instructions from The Adjutant General will indicate the proper procurement authority number to be shown in such orders.

(3) *Orders issued pursuant to instructions from War Department.*—When the War Department issues instructions directing travel in a mileage status and the instructions contain the statement “orders issued” or “orders will issue,” this statement will indicate that the War Department intends to issue individual special orders in this case. Therefore, the office receiving the instructions will not issue travel orders, but will simply notify the persons concerned and give them such instructions as may be indicated.

(4) *Travel orders issued by The Adjutant General.*—Orders of whatever nature directing travel and promulgated by The Adjutant General will be charged against the procurement authorities issued to the several operating branches of the War Department according to the following general rules:

(a) *To the amounts authorized to the chiefs of operating branches.*—All mileage travel, the request or recommendation for which is initiated by an operating branch, whether the officer so ordered is assigned to such branch or not, will be charged against the apportionment of such branch. In other words, the operating branch which is sufficiently interested to request the issuance of a travel order, or to approve a request for travel initiated by an office or an organization not having mileage apportionment, is the operating branch which is chargeable with such travel.

(b) *Change of station.*—Travel incident to change of station of an officer will be charged against the procurement authority of the operating branch initiating or recommending the request for the travel. Any additional travel by reason of proceeding to a training camp or to a point for temporary duty while en route to his new station, is chargeable against the procurement authority of the operating branch initiating or responsible for such additional travel.

(c) *Dual status.*—The procurement authority chargeable with the cost of officers' traveling in a dual status, as en route to a permanent station but temporarily detailed for duty in connection with the National Guard, will be charged to the regular travel of the Army appropriation or National Guard appropriation according to whether the major portion of the travel is incident to the permanent change of station or the temporary detail in connection with the National Guard. In all cases, where there is a dual status involving two or more mileage appropriations the travel will be

charged according to the agency or agencies most responsible or most benefited by the travel involved.

(d) *Status of procurement authorities.*—Every official to whom a mileage procurement authority is made will keep a record of the charges in order that he may know at all times the exact status of the mileage funds to his credit. He will be responsible that no orders are initiated, recommended, or issued by him, or by his officers under his direction, which involve a mileage charge against his procurement authority in excess of the balance to his credit. To accomplish this, a copy of all travel orders or other instructions by superior authority which involve a mileage charge will be promptly furnished by the authority issuing it to the operating branch whose mileage procurement authority is charged with the travel. When the amount authorized under mileage procurement authority issued to the chief of an operating branch is nearing depletion, he will report the fact, together with the available balance, to The Adjutant General in order that no obligation in excess of that balance will be incurred as the result of orders issued by superior authority (AR 35-4860).

140. Travel orders and regulations governing their distribution.—*a. Copy of orders issued by The Adjutant General furnished Chief of Finance.*—The Adjutant General will forward to the Chief of Finance one copy of each travel order issued by him obligating the appropriation "Travel of the Army."

b. Copy of orders issued by corps area commanders and commanding officers of posts, camps, and stations furnished corps area finance officers.—Corp area headquarters and posts, camps, or stations (including exempted stations) within the corps area will promptly forward to the finance officer of the corps area copies of every travel order, whether a letter, telegram, or other form or order, which involves a charge against any mileage procurement authority, and of all amendments and revocations of such orders. These include all orders issued against such allotments of other corps areas, or arms, services, or bureau of the War Department. Complete orders obligating the appropriation "Travel of the Army," in either type-written or printed form, will be forwarded by the corps area finance officer to the Chief of Finance weekly. With each group of such orders forwarded, the corps area finance officer will send a tabulated statement showing obligations by order number, paragraph number, and date of order; amount of obligation previously reported; amount of previously reported obligation cancelled; and the unobligated balance at the date of report. These statements will show

only charges pertaining to the procurement authorities issued to the corps area making the report. Copies of orders chargeable to such procurement authorities received from the finance officer of other corps areas will be taken up on this statement in the amount estimated as shown in the marginal note on copy of the order. Charges against the procurement authorities of arms, services, or bureau of the War Department will be noted only by marginal notations on the order. Copies of all such orders issued within the corps area will be forwarded promptly by corps area finance officers to the corps area, arm, service, or bureau whose procurement authorities are affected. The office or official charged with the responsibility of transmitting travel orders to the Chief of Finance and other arms, services, or bureau will compute the amounts obligated and note same on each order opposite the name of each officer in the travel order.

c. Copies to The Adjutant General.—Copies of orders issued by corps area, posts, and stations which involve charges against mileage procurement authorities (other than recruiting) issued to The Adjutant General will be forwarded by the issuing authority to The Adjutant General at the same time that copies are forwarded to the corps area finance officer.

d. Copies of orders issued by War Department upon request of a corps area, or arm or service furnished such corps area, arm, or service.—A copy of orders issued by the War Department upon the request or recommendation of a corps area commander or an arm, service, or bureau will be furnished in order that records of all obligations against procurement authorities may be maintained.

e. Cancellations.—Whenever it is ascertained that an officer will not perform the travel directed in travel orders, that fact will be reported promptly to the corps area finance officer. Copies of such orders reporting cancellations by corps area or by posts, camps, or stations within corps areas will be forwarded to the Chief of Finance by the finance officer, attached to the weekly report of mileage obligations. On the margin of the orders the word "Revoked" will be entered. Copies of orders reporting cancellations affecting procurement authorities of other corps areas or arms, services, or bureau of the War Department will be forwarded to the office or officer directly responsible for obligations against such procurement authorities in order that proper credit may be taken. In case of travel directed by War Department special orders, letters, and telegrams, notification of cancellation to the Chief of Finance will be made through The Adjutant General.

f. Orders rescinded.—The instructions contained in *b*, *c*, *d*, and *e* above apply to all travel orders involving mileage, reimbursement of traveling expense, or per diem in lieu thereof, payable from the appropriations "Travel of the Army—Organized Reserves, Citizens' Military Training Camps, and Reserve Officers' Training Corps," but the weekly reports of the Chief of Finance will cover the appropriation "Travel of the Army" only (AR 35-4860).

141. Transportation requests for mileage.—Transportation requests issued to officers traveling in a mileage status whose mileage is payable from the appropriation "Travel of the Army" are chargeable against procurement authorities issued by the Chief of Finance. The transportation request, also the mileage thereunder, in the case of travel of medical Reserve officers ordered to or relieved from active duty in connection with the case of United States Veterans Bureau patient, should be charged against the appropriation made to that Bureau, funds from which will be transferred to the War Department for this purpose. The proper procurement authority to be noted on transportation requests of mileage orders in such cases will be published. Where funds for particular projects are applicable for the payment of travel expenses in connection therewith, as for example, in certain appropriations where the term of a specific appropriation provides for the payment of mileage of traveling expenses to officers therefrom as, for example, in the appropriation "Rivers and Harbors"—National Guard, Organized Reserves, and Citizens' Military Training Camps—both the transportation request and the mileage or expense thereunder should be charged against the proper procurement authority number under the specific appropriation in question, such procurement authority to be noted on the transportation request.

CHAPTER 10

ROUTING

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SECTION I

GENERAL

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142. Preliminary considerations in connection with routing.—It is axiomatic that rates apply only in connection with the carriers who are parties to the tariffs in which the rates are contained and via the routes specified therein. Tariffs generally provide specific routes via which the rates in the tariffs apply because of the divisions agreed upon by the carriers. However, where a tariff is silent concerning routes, the rates apply via all routes over which the carriers operate who are parties to that particular tariff, subject to provisions concerning circuitous routing. In carload freight shipments it should be borne in mind that the routes selected must be those by which carload freight can be forwarded through to destination without transfer of lading. When considering rail-water routes, of course, the latter caution does not apply. Car ferries, lighters, and methods similar to the sea-train lines do not necessitate transfer of lading inasmuch as the cars with contents are carried on tracks provided for the purpose.

143. Routes and rates.—Routing is a privilege of the shipper. Carriers are obliged to observe routing instructions of shippers, unless by reason of the exercise of governmental authority or physical inability of a carrier shipments are forwarded by other routes. Transportation officers are charged with certain responsibilities in connection with the selection of routes. (See par. 4, AR 30-905). The route or routes via which rates apply can be determined only from the tariffs in which the rates are published.

144. Precautionary measures.—Make certain before tendering shipments to the carriers that—

a. The route selected is the most economical (unless otherwise required).

b. The lowest rate applies via the route selected.

c. The destination carrier can effect the delivery desired.

d. The requirements of paragraph 14, AR 30-950, and paragraphs 8 and 8½, AR 30-905, have been considered.

e. Troop movements are so routed that transfer en route will not be necessary.

145. Control of routing.—*a. Reserved to The Quartermaster General.*—(1) More than five carloads of freight from one point of origin to one destination in time of war; two or more carloads of freight from one point of origin to one destination in time of peace.

(2) More than 49 individuals, in time of war; more than 14 individuals, in time of peace.

(3) When special railroad equipment is required.

b. Delegated to the field.—Routing not reserved to The Quartermaster General.

SECTION II

REFERENCES REQUIRED

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146. Express and parcel post.—See appendixes III and IV.

147. Highway carriers.—See appendixes III and IV. Tariffs of highway carriers serving the station will be required.

148. Water lines.—See appendixes III and IV, the references mentioned in chapter 3 and paragraph 150.

149. Air lines.—See appendix IV and tariffs of air lines.

150. Rail lines.—The following publications will be found to be indispensable in routing of military traffic, and the transportation officer should become thoroughly familiar with their contents before he issues transportation requests or bills of lading.

a. Circular No. 1-11, O. Q. M. G., and Army Regulations listed therein.

b. Special routing instructions issued by The Quartermaster General (see par. 4*d*, AR 30-905).

c. Circular No. 2, O. Q. M. G., Routing Circular Posts and Stations of the Army, and Data Relative to Issuance of Bills of Lading and Transportation Requests Thereto.

d. The Official Guide of the Railways and Steam Navigation Lines of the United States, etc.

e. Official Mileage Tables of the War Department.

f. Circular No. 5-A, O. Q. M. G., Land-Grant Percentages.

g. Map of Land-Grant and Bond-Aided Railroads of the United States (O. Q. M. G.).

h. Circular No. 3-A, O. Q. M. G., Freight Land-Grant Equalization Agreement.

i. Joint Military Passenger Agreement, and Joint Military Passenger Equalization Agreement, current fiscal year (O. Q. M. G.).

j. Passenger Agreements Covering Military and Nonmilitary Traffic (a circular letter from the O. Q. M. G. issued for each fiscal year and which accompanies the above-named passenger agreements).

SECTION III

HOW ROUTES AND RATES ARE AFFECTED BY LAND-GRANT RAILROADS

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151. When rates and fares are affected.—The deductions under land-grant authorities apply only to rail rates and fares published in tariffs on file with regulatory bodies. Rates and fares quoted the Government by the carriers and not published as commercial rates in tariffs are not subject to land-grant deductions.

152. When estimates of costs of transportation are required.—Local agents of railroads, and general freight or passenger departments of carriers are not permitted to quote net land-grant rates to local quartermaster transportation officers. When transportation officers are required to report the estimated cost of transportation to officers whose funds will be obligated, the provisions of paragraph 5, AR 35-6130, govern:

Officers issuing bills of lading and transportation requests * * * will advise the officer whose funds are obligated of the estimated maximum cost

thereof, securing the data, when necessary, from the local representative of the carrier, and the amount so reported will be accepted by him as the actual charge against the authorization involved * * *.

The determination of net land-grant rates involves the use of division sheets (division sheets are agreements between the carriers for the distribution of the transportation revenue). These division sheets are on file in the office of The Quartermaster General and railroad offices. Unless The Quartermaster General has notified the local transportation officer of the net land-grant rates, that officer will have fulfilled his obligation under Army Regulations by submitting the so-called "commercial rates," which are the full tariff rates on file with the Interstate Commerce Commission or other regulatory bodies. (See par. 14*b*, AR 30-950; par. 15*f*, Cir. No. O. Q. M. G.) In the event, however, that land-grant rates are *available* they should be made the basis for the estimates.

153. Comparison of rates from contractors' plants.—When contracting officers call upon transportation officers for rates from several bidders' shipping points and any of these involve transportation subject to land-grant deductions, request should be sent to The Quartermaster General for the net land-grant rates.

154. Examples of land-grant deductions.—*a.* This example is based upon land-grant percentages and fares which were in effect in 1924 and is not to be used for current calculations. It is shown for illustrative purposes only.

Rail fare from San Francisco, Calif., to Accotink, Va.

Railroad	Junction	Percent of deduction	Gross	Deducted	Net
Southern Pacific.....	Los Angeles....	25. 110	\$13. 44	\$3. 37	\$10. 07
Atchison, Topeka & Santa Fe—Coast Lines.	Albuquerque....	41. 341	26. 09	10. 79	15. 30
Atchison, Topeka & Santa Fe.	Kansas City....	22. 869	24. 07	5. 50	18. 57
Chicago, Burlington & Quincy.	Chicago.....	16. 005	15. 30	2. 45	12. 85
Pennsylvania Railroad....	Washington....	None	27. 28	00	27. 28
Richmond, Fredericksburg & Potomac.	Accotink.....	None	. 65	00	. 65
			106. 83	22. 11	84. 72
Less 3 percent allowance.....					2. 54
Military net fare.....					82. 18

(Basis—made 63.60 Kansas City, 37.10 Cumberland, 5.48 Washington plus 65¢. Prorate 100.70 to Cumberland over Council Bluffs 63.90 vs. 39.93. Amount east of Council Bluffs over Chicago on 493 vs. 635 miles. Allow 63.60 to Kansas City, balance Kansas City to Chicago.)

The percentages of deduction will be found in Circular No. 5-A, O. Q. M. G., Land-Grant Percentages, and it will be observed that the former percentages indicated above vary but slightly from those now in effect. The authority for the deduction of the allowance of 3 percent will be found in the Joint Military Passenger Agreement. The net percentage to be deducted is calculated on the basis of a mileage prorate; it is therefore necessary to determine how many miles the shipment or passenger is transported by the carrier, how many of these miles are subject to land-grant deduction, and what percentage they constitute of the total mileage involved.

b. Assume that the Government is to make a shipment of supplies from Fort Leavenworth, Kansas, to Quincy, Illinois, via the Chicago, Burlington and Quincy Railroad. The total distance over which the freight moves is 251.20 miles, and of this distance 191.60 miles is subject to (50 percent) land-grant deduction. The commercial rate is \$1.00 per hundred pounds. What is the net rate?

It is necessary, first, to ascertain what percentage of the haul is subject to land-grant deductions. From page 51, Circular No. 5-A, O. Q. M. G., the percentage is 38.137. The land-grant deduction is 50 percent: however, part of the haul is subject to land-grant deduction and part is not. Therefore, 38.137 percent of the assumed rate of \$1.00 equals (in this instance) the same number of cents. By subtraction it will be found that the net rate is 0.61863. Where the route is entirely land-grant, the procedure is much simpler. If the preceding example involved mileage which was wholly land-grant the rate would have been 50 cents.

c. Specific example of freight (record maintained in O. Q. M. G.).

From Benwood W. Va. To Wiota, Mont. -----

Tariff No. ----- I. C. C. No. ----- Wrt. Iron & Steel Pipe ½" x 3" in Diameter LCL

Class or commodity -----	1	2	3	4	5	6		
Commercial rate -----							189. 5	
Net rate -----							150. 277	

COMBINATION FACTORS

To Chicago -----	40	Class 40		CFA 489		ICC 2453		
To Williston -----	112	Class 45		WTL 232A		ICC A2594		
To Wiota -----	37. 5	Cl. P		GN 3526B		ICC A7496		

L. G. Route

Through % of L. G. -----	Deduct	%	Computed by
	Pay	%	Date

COMMERCIAL DIVISION BASIS; AUTHORITIES

To Chicago 40¢ 84.8 % to KKK		CSD 102
15.2% to Chgo. L. G. 50%		
L. G. 7.600%		
To Williston 112	To St. Paul 22%	{ To Le Mars 59.2% L. G. 38.376%
To Wiota 375		
149.5)		
To Wiota 78%		Interim 4
		RPR
L. G. 24.203%		

FORMULA FOR NET DEDUCTION

Junctions	Proportions	L. G. D. %	L. G. D. net %	Junctions	Proportions	L. G. D. %	L. G. D. net %
To Chicago-----	40	7. 600	3. 040				
To Wiota-----	149. 5	24. 203	36. 183				
Totals-----	189. 5		39. 223				
Pay-----			150. 277				

155. Equalization of land-grant rates by other lines and routes.—See explanation of joint military passenger equalization agreement and freight land-grant equalization agreement (pars. 159 and 160).

156. Nonapplication of land-grant rates.—Land-grant deductions are not applicable to movements of private mounts, household goods, and other personal effects.

157. Land-grant railways.—*a. Statutory provisions.*—* * * *Provided*, That hereafter payment shall be made at such rates as the Secretary of War shall deem just and reasonable, and shall not exceed 50 per centum of the full amount of compensation, computed on the basis of the tariff or lower special rates for like transportation performed for the public at large, for the transportation of property or troops of the United States over any railroad which under land-grant Acts was aided in its construction by a grant of land on condition that said railroad shall be and remain a public highway for the use of the United States, and for which adjustment of compensation is required in accordance with decisions of the Supreme Court construing such land-grant Acts or over any railroad which was aided in its construction by a grant of land on condition that such railroad should be a post route and military road, subject to such regulations as Congress may impose restricting the charge for such Government transportation, and such payment shall be accepted as in full for all demands for such service. *Act of June 7, 1924 (43 Stat. 486); 10 U. S. C. 1375; M. L. 1939, sec. 1987.*

b. Due to certain changes in the land-grant laws it is necessary to become familiar with the provisions of Circular Letter No. 10, O. Q. M. G. 1941, changes thereto, or reissues thereof.

c. Definition of troops.—The term “troops of the United States” as used in land-grant acts, and in the agreements of the Union Pacific Company, in relation to transportation for the Government, *held not to embrace* any of the following classes of persons when traveling separately and not as part of a moving body or detachment of soldiers—namely, *discharged soldiers, discharged military prisoners; rejected applicants for enlistment, applicants for enlistment, provisionally accepted but subject to final examination and not sworn in, retired enlisted men; and furloughed soldiers en route back to their stations.* (See also *S. P. Co. v. U. S.*, 285 U. S. 240 (1932).)

d. Alphabetical list of land-grant and bond-aided railroads of the United States which affect transportation charges.

Name of road	From—	To—	Miles
Alabama Great Southern.	Georgia-Alabama State line.	Alabama-Mississippi State line.	244. 94
Atchison, Topeka, & Santa Fe.	Atchison, Kans.-----	Kansas-Colorado State line.	470. 58
Do-----	Lawrence, Kans.-----	3.29 miles south of Humboldt, Kans.	91. 30
Atchison, Topeka, & Santa Fe Coast Lines.	Isleta Junction, N. Mex.	Mojave, Calif.-----	805. 50
Central of Georgia-----	Girard, Ala.-----	Troy, Ala.-----	84. 00
Chicago & Northwestern.	Cedar Rapids, Iowa--	Transfer grounds, Union Pacific Railway.	271. 60
Do-----	Clinton, Iowa-----	Lyons, Iowa-----	2. 60
Do-----	Winona, Minn. (St. Peter, Minn.).	0.62 mile west of Watertown, S. Dak.	323. 22
Do-----	Fond du Lac, Wis. (Green Bay, Wis.).	Negaunee, Mich.-----	241. 20
Chicago, Burlington & Quincy.	Burlington, Iowa-----	East Plattsmouth, Iowa.	279. 98
Do-----	Hannibal, Mo.-----	St. Joseph, Mo.-----	206. 40
Chicago, Milwaukee, St. Paul, & Pacific.	St. Paul, Minn.-----	Lyle, Minn.-----	112. 00
Do-----	Minneapolis, Minn.-----	do-----	115. 00
Do-----	Hastings, Minn.-----	Ortonville, Minn.-----	202. 10
Do-----	La Crescent, Minn.-----	Houston, Minn.-----	18. 00
Do-----	Houston, Minn.-----	Minnesota-South Dakota State line.	279. 37
Do-----	Calmar, Iowa-----	Sheldon, Iowa-----	211. 00
Do-----	Dubuque, Iowa-----	Tete des Morts Creek, Iowa.	10. 78
Do-----	Ontonagon, Mich.-----	McKeever, Mich.-----	20. 00
Chicago, Rock Island, & Pacific.	Davenport, Iowa-----	Union Pacific Transfer, Iowa.	317. 75
Do-----	Mississippi River, opposite Memphis, Tenn.	Argenta, Ark., opposite Little Rock, Ark.	131. 00
Chicago, St. Paul, Minneapolis, & Omaha.	2.7 miles south of Wyeville, Wis.	St. Paul, Minn.-----	172. 60
Do-----	Stillwater Junction, Minn.	Stillwater, Minn.-----	3. 50
Do-----	Hudson, Wis.-----	Superior, Wis.-----	149. 50
Do-----	Trego, Wis.-----	Bayfield, Wis.-----	94. 40
Do-----	St. Paul, Minn.-----	6.25 miles north of Le Mars, Iowa.	237. 97
Duluth, South Shore, & Atlantic.	Marquette, Mich.-----	L'Anse, Mich.-----	63. 00
Grand Trunk-----	Flint, Mich.-----	Port Huron, Mich.-----	60. 00
Great Northern-----	St. Paul, Minn.-----	Breckenridge, Minn.-----	216. 84
Do-----	E. Minneapolis-----	St. Vincent, Minn.-----	382. 87
Do-----	East St. Cloud, Minn.	Sauk Rapids, Minn.-----	2. 19
Gulf & Ship Island-----	Gulfport, Miss.-----	2.1 miles north of Bond, Miss.	40. 00
Illinois Central-----	Chicago, Ill.-----	Cairo, Ill.-----	365. 00
Do-----	Centralia, Ill.-----	East Dubuque, Iowa-----	342. 73
Do-----	Dubuque, Iowa-----	Sioux City, Iowa-----	326. 58
Louisville & Nashville.	Decatur, Ala.-----	Flomaton, Ala.-----	302. 00
Do-----	Flomaton, Ala.-----	Pensacola, Fla.-----	44. 00
Do-----	Pensacola, Fla.-----	River Junction, Fla.-----	161. 00
Michigan Central-----	Lansing, Mich.-----	Mackinaw City, Mich.-----	259. 74

Name of road	From—	To—	Miles
Minneapolis, St. Paul, & Sault Ste. Marie.	Portage, Wis.....	Ashland, Wis.....	257. 00
Missouri, Kansas, & Texas.	Junction City, Kans..	4.07 miles south of Humboldt, Kans.	125. 77
Missouri, Pacific.....	St. Louis, Mo.....	Pacific, Mo.....	37. 00
Do.....	Atchison, Kans.....	Waterville, Kans.....	100. 00
Do.....	Birds Point, Mo.....	Texarkana, Ark.....	394. 50
Do.....	Argenta, Ark.....	Fort Smith, Ark.....	165. 16
Mobile & Ohio.....	Tennessee-Mississippi State line.	Mobile, Ala.....	333. 28
Nashville, Chattanooga, & St. Louis.	Cuntersville, Ala.....	0.7 mile north of Carlisle, Ala.	20. 00
New York Central.....	Jonesville, Mich.....	Lansing, Mich.....	60. 00
Northern Pacific.....	Ashland, Wis.....	Portland, Oreg.....	2,124.10
Do.....	Pasco, Wash.....	Wallula, Wash.....	16. 00
Do.....	Watab, Minn.....	Brainerd, Minn.....	54. 84
Do.....	St. Paul, Minn.....	Duluth, Minn.....	154. 42
Do.....	White Bear Lake, Minn.	Stillwater, Minn.....	12. 00
Pennsylvania.....	Indiana-Michigan State line.	Petoskey, Mich.....	278. 00
Pere Marquette.....	Flint, Mich.....	Ludington, Mich.....	170. 66
St. Louis-San Francisco.	Pacific, Mo.....	Seneca, Mo.....	291. 30
Seaboard Air Line.....	Jacksonville, Fla.....	River Junction, Fla...	209. 00
Do.....	Fernandina, Fla.....	Tampa Bay, Fla.....	241. 00
Do.....	Waldo, Fla.....	Cedar Keys, Fla.....	71. 00
Southern Pacific.....	San Jose, Calif.....	Tres Pinos, Calif.....	50. 26
Do.....	Alcade, Calif., via Goshen & Tulare.	Mojave, Calif.....	202. 22
Do.....	Mojave, Calif.....	Colorado River, opposite Yuma, Ariz.	346. 96
Do.....	Roseville Junction, Calif.	East Portland, Oreg..	663. 16
Southern.....	Jacksonville, Ala.....	Selma, Ala.....	145. 00
Yazoo & Mississippi Valley.	Jackson, Miss.....	Meridian, Miss.....	96. 00
Do.....	Delta, La.....	Shreveport, La.....	170. 00
Do.....	Shreveport, La.....	La.-Tex. State Line..	20. 00

e. Table showing non-land-grant railroads operating over land-grant railroads under trackage rights or other agreements which affect transportation charges.—In accordance with decision of the Court of Claims shown below, the earnings of a carrier operating over a land-grant road are subject to the same deduction as the land-grant line for such mileage.

I. The restrictions and conditions of the acts * * * concerning freight rates to be charged the Government by land-grant roads extend not only to the original land-aided company but to any other company carrying Government freight over such a roadway.

II. A railroad company operating a through line in part over its own track and in part over the track of a land-aided road carries Government freight over the land-aided portion of its own line subject to the conditions of the land-

grant, which neither the claimant nor the officers of the Government can change.

III. A lease of a portion of a land-aided road must be taken subject to the conditions of the grant imposed upon the lessor. Two railroads cannot by their contracts practically defeat the conditions imposed by the grant. The statute authorizing the grant is notice to the lessee.

IV. Where a non-land-grant road operates a through line in part over a land-grant road, the Government has the right to send goods over the entire line, and the nonaided road must transport them at land-grant rates, though it never received a benefit from and was a stranger to the grant; and the Government cannot be compelled to reship and transfer the freight at the point of junction to the land-grant road. *A. & C. R. R. Co. v. United States*, 41 Ct. Cls., 284.

Name of carrier	Name of land-grant road	Points between which carrier has trackage rights		Miles
Atchison, Topeka, & Santa Fe.	Southern Pacific.....	Mojave, Calif.....	Korn Junction, Calif.	67.01
Chicago & Northwestern.	Illinois Central.....	Wren, Iowa.....	Sioux City, Iowa.....	11.64
Chicago, Burlington, & Quincy.	Great Northern.....	St. Paul, Minn. (Third Street).	University Switch, Minn.	8.23
Do.....	Illinois Central.....	Portage, Ill.....	East Dubuque, Ill.....	12.78
Do.....	Northern Pacific.....	Huntley, Mont.....	Laurel, Mont.....	27.89
Chicago Great Western.	Great Northern.....	St. Paul, Minn. (Third Street).	University Switch, Minn.	8.23
Do.....	Illinois Central.....	Portage, Ill.....	East Dubuque, Ill.....	12.78
Chicago, Milwaukee, St. Paul, & Pacific.	Chicago, St. Paul, Minneapolis, & Omaha.	Stillwater, Minn.....	Stillwater Switch, Minn.	1.01
Chicago, Rock Island & Pacific.	Chicago, Milwaukee, St. Paul, & Pacific.	Comus, Minn.....	Rosemount, Minn.....	27.00
Chicago, St. Paul, Minneapolis, & Omaha.	Great Northern.....	St. Paul, Minn. (Third Street).	University Switch, Minn.	8.23
Do.....	Illinois Central.....	Le Mars, Iowa.....	Sioux City, Iowa.....	24.00
Cleveland, Cincinnati, Chicago, & St. Louis.	Illinois Central.....	Chicago, Ill. (Twelfth Street).	Kankakee, Ill.....	54.40
Great Northern.....	Northern Pacific.....	Fargo, N. Dak.....	Casselman, N. Dak.....	20.10
Do.....	do.....	Billings, Mont.....	Great Northern Junction.	12.88
Do.....	do.....	Meeker, Wash.....	Kalama, Wash.....	114.87
Illinois Central.....	Mobile & Ohio.....	Tennessee-Mississippi State line.	Ruslor, Miss.....	2.58
Leavenworth & Topeka.	Atchison, Topeka, & Santa Fe.	Meriden Junction, Kans.	Topeka, Kans.....	10.19
Michigan Central.....	Illinois Central.....	Chicago, Ill. (Twelfth Street).	Kensington, Ill.....	13.09
Minneapolis & St. Louis.	Chicago, Milwaukee, St. Paul, & Pacific.	Ruthven, Iowa.....	Minneapolis & St. Louis Junction, Iowa.	12.48
Do.....	Illinois Central.....	Tara, Iowa.....	Fort Dodge, Iowa.....	5.97
Missouri-Illinois.....	Illinois Central.....	Branch Junction, Ill.	Centralia, Ill.....	2.77
Mobile & Ohio.....	Illinois Central.....	Cairo Junction, Ill.	Cairo, Ill.....	3.45
Northern Pacific.....	Great Northern.....	St. Paul, Minn. (Third Street).	University Switch, Minn.	8.23
Oregon-Washington R. R. & Navigation Co.	Northern Pacific.....	Tacoma, Wash.....	Kalama, Wash.....	104.40
Pennsylvania.....	Illinois Central.....	Decatur Junction, Ill.	Maroa, Ill.....	15.41

Name of carrier	Name of land-grant road	Points between which carrier has trackage rights		Miles
Pere Marquette.....	Michigan Central.....	Lansing, Mich.....	North Lansing, Mich.	.91
Do.....	do.....	Paines, Mich.....	Fordney, Mich.....	3.38
St. Louis-San Francisco.	Missouri Pacific.....	Lowell Junction, Mo..	Linstead, Mo.....	7.21
St. Louis Southwestern.	Chicago, Rock Island, & Pacific.	Bridge Junction, Ark..	Brinkley, Ark.....	65.70
Southern.....	Alabama Great Southern.	Birmingham, Ala. (Twenty-seventh Street).	Woodlawn Junction, Ala.	2.06
Do.....	do.....	York, Ala.....	Alabama-Mississippi State line.	8.25
Spokane, Portland, & Seattle.	Northern Pacific.....	Spokane, Wash.....	Marshall Junction, Wash.	9.05
Do.....	do.....	Pasco, Wash.....	Kennewick Junction, Wash.	2.04
Do.....	do.....	Goble, Wash.....	Portland, Oreg.....	39.40

(Ref. Finance Circular No. F-3, 6-1-31.)

158. Bond-aided railroad.—At present there is but one “Bond-aided railroad,” a branch line of the Missouri Pacific Railway extending from Atchison, Kansas, to Waterville, Kansas. Statutory provision—

The Secretary of the Treasury is directed to withhold all payments to any railroad company [bond-aided] and its assigns, on account of freights or transportation over their respective roads of any kind, to the amount of payments made by the United States for interest upon bonds of the United States issued to any such company, and which shall not have been re-imbursed, together with the five per centum of net earnings due and unapplied, as provided by law. *R. S. 5260.*

159. Joint military passenger equalization agreement.—The subscribers to this agreement, chiefly carriers west of the Mississippi River whose lines parallel the original land-grant railroads (see Joint Military Passenger Equalization Agreement No. 16, 1939), agree substantially as follows: For the transportation of persons for whom the United States Government is lawfully entitled to reduced fares or charges over land-grant roads, when movement is made under United States Government Transportation Request of the issues of the War Department, Navy Department, or Marine Corps and the cost of the transportation is paid exclusively from appropriations for the War Department, Navy Department or Marine Corps, as the case may be, the carriers whose names are signed to said agreement, consent, subject to the same general and special exceptions, to accept the lowest net fare or charge and the lowest net excess

baggage rate lawfully available, as derived through deductions account of land-grant distance, from the fare or charge, from point of origin to destination recognized as a usually traveled route for military traffic at time of movement.

160. Freight land-grant equalization agreement.—Carriers subscribing to this agreement (see Cir. No. 3-A, O. Q. M. G., December 19, 1938), consent to accept (with some exceptions) for the transportation of property moved by the Quartermaster Corps, United States Army, and for which the United States Government is lawfully entitled to reduced rates over land-grant roads, the lowest net rates lawfully available, as derived through deductions account of land-grant distance from a lawful rate filed with the Interstate Commerce Commission applying from point of origin to destination at time of movement.

161. Joint military passenger agreement.—*a.* The carriers that subscribe to this agreement agree to give the Government reduced fares varying from 2 to 5 percent, on passenger travel, depending upon the class of service, in return for an equitable distribution of the traffic between the several common carriers. The list of subscribers are contained in Joint Military Passenger Agreement No. 16, and include practically all of the leading railways and certain coast-wise steamship lines of the United States. It is pointed out that reduced fares are applicable in varying amounts on both military and nonmilitary travel.

b. Special attention is directed to paragraph 21u, AR 30-910, which provides that each transportation request issued must show whether the travel is military or nonmilitary, and unless this is shown thereon the request is incomplete, and rates due the carrier cannot be properly determined by the settling office.

SECTION IV

SELECTION OF ROUTES

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162. General.—No one can route passengers or freight until he has obtained the proper perspective of the United States with its network of transportation systems. A transportation man who has spent the greater part of his time in one part of the United States and has become familiar with the routes available from and to certain cities there may feel entirely lost when he is transferred to

another part of the country and confronted with the necessity of becoming familiar with routes operated from and to that point. The fundamentals of correct routing, however, are identical whether the transportation officer be located at Philadelphia, Pennsylvania, or Phoenix, Arizona.

163. Perspective.—In addition to the coastwise, intercoastal, inland, and Great Lakes water transportation which act as competitors as well as auxiliaries of the rail lines, it is necessary to picture the railroad net of the United States before one can undertake to perform duties in connection with the forwarding of troops and supplies.

164. Example of routing.—The Official Guide of the Railways and Steam Navigation Lines of the United States, etc. (published monthly), and known as "The Official Guide", should be used to supplement Circular No. 2, O. Q. M. G., when ascertaining the correct routing to be used. In the event troops or supplies are routed by The Quartermaster General under ordinary circumstances and details of delivery are not specified in the order, reference should be made to Circular No. 2, O. Q. M. G., in order to effect the proper delivery and comply with the other requirements. Routing can best be illustrated by the inductive method, and a specific example is outlined below :

A detachment of 2 officers and 38 enlisted men have been ordered to proceed from Fort Meade, S. Dak., to Fort Omaha, Nebr., by rail. By referring to Circular No. 2, O. Q. M. G., the following information will be found :

Name : Meade, Fort, S. Dak.

Location : 2 miles from Sturgis, S. Dak.

Post office : Fort Meade, Meade County, S. Dak.

Railway : Chicago and Northwestern.

Railroad station : Sturgis, S. Dak.

Express office : Sturgis, S. Dak.

Telegraph company : Western Union.

Telegraph office : Sturgis, S. Dak.

Routing instructions

Issue transportation requests and bills of lading to Sturgis, S. Dak., showing the Chicago and Northwestern Railway as last carrier, and mail the latter to the quartermaster, Fort Meade, S. Dak.

The destination is then sought in Circular No. 2, O. Q. M. G., and the following is found :

Name : Omaha, Fort, Nebr.

Location : Within city limits of Omaha, Nebr. (5 miles from post office building).

Post office : Omaha, Nebr.

Telegraph office : Omaha, Nebr.

Telegraph company : Western Union ; Postal.

Radio station : Omaha, Nebr.

Routing instructions

Express.—Bills of lading for express shipments will be issued to Omaha, Nebr.; express shipments will be marked and consigned to the quartermaster, Fort Omaha, Nebr., for -----.

(Name of ultimate consignee)

Freight.—Bills of lading for all carload freight shipments and for less-than-carload shipments of 6,000 pounds or over will be issued to Fort Omaha, Nebr. (see note). Bills of lading for other less-than-carload shipments will be issued to Omaha, Nebr.

NOTE.—Fort Omaha is within switching limits of Omaha, Nebr. The Chicago and North-western Railway has a spur track into the post. Reciprocal switching all lines.

Bills of lading.—Mail all bills of lading and property received copies thereof to the quartermaster, Fort Omaha, Nebr.

Passengers.—*a. Individuals and parties traveling in regular train service.*—Transportation requests will be issued to Omaha, Nebr.

b. Special coach or train movement of troops.—Transportation requests will be issued to Fort Omaha, Nebr.

Electric car line carrying passengers operates from Omaha, Nebr., to post. There are no Government owned facilities available for transportation of passengers between Omaha, Nebr., and the post.

By referring to "The Official Guide" (February 1940 issue) it will be seen that Chicago & North Western timetable No. 59, page 783, indicates that this road operates motor service from Sturgis, S. Dak., to Rapid City, S. Dak., leaving the former at 11:46 a. m. and arriving at the latter at 12:40 p. m., connecting with train #12 which departs at 1:00 p. m., and arrives at Omaha, Nebr., at 7:50 a. m. the following day. This journey involves spending a night on the train and under the provisions of paragraph 2*b*(2), AR 30-925, the enlisted men are entitled to accommodations in tourist sleeping cars, and the officers are entitled to the accommodations mentioned in paragraph 9, AR 30-925.

It will be observed that no sleeping cars are operated on this train until it reaches Chadron (4:05 p. m.) and then standard sleeping cars are attached to the train. Neither the officers nor enlisted men, then, can obtain any accommodations other than coaches until the train arrives at Chadron. Tourist cars not being available, the enlisted men are entitled to standard sleeping car accommodations as indicated in paragraph 2*b*(3), AR 30-925. The transportation officer will arrange through the representative of the M. T. S. to have reservations made in the standard sleeping cars from Chadron to Omaha for detachment. He will then issue one transportation

request for the rail travel in the manner set forth in AR 30-910, and transportation requests for the standard sleeping car accommodations from Chadron to Omaha. If the transportation officer has sufficient time he might arrange with the M. T. S. representative to have a tourist sleeper made available at Rapid City for the entire journey and space (provided it could be partitioned off) therein for the two commissioned officers.

CHAPTER 11

TRANSPORTATION OF INDIVIDUALS

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165. References.—In addition to the considerations discussed in chapters 9 and 10, the following Army Regulations are pertinent:

AR 30-905.

AR 30-910.

AR 30-920.

AR 30-925.

AR 35-150.

AR 35-4060.

See also O. Q. M. G. circular letter pertaining to passenger travel, current fiscal year, and chapter 6 of this manual.

166. Preparation of transportation requests.—*a. Purpose.*—Transportation requests are official orders on transportation companies to furnish transportation at Government expense (pars. 2 and 3, AR 30-910). The following standard forms of Government requests for transportation are prescribed for general use, effective December 1, 1925, by General Regulations No. 46, 1925, General Accounting Office, Office of the Comptroller General of the United States:

(1) Standard Form No.—

1028, Cover of Transportation Book (front, outside and inside, and back, outside).

1029, Tabulation Sheet (insert).

1030, Transportation Request (original on light green paper).

1031, Transportation Request (memorandum on white paper) (in duplicate).

(2) The serial numbers are preceded by the symbol letters WQ. None other than the standard form request will be used, the use of improvised forms being strictly prohibited.

b. By whom issued.—Transportation requests may be issued either by an officer of the Quartermaster Corps, or by an officer of another service of the Army after he has been appointed an acting quartermaster by a written order issued by the commanding general of the corps area or an officer delegated to do so. In an emergency arising during the absence of a quartermaster and all his commissioned assistants, a

transportation request may be signed by any commissioned officer on duty at the place of issue, but in every such case the request must be issued in the name of the quartermaster. (Par. 18, AR 30-910.)

c. Obtaining blank requests.—Blank requests may be obtained either upon requisition to the commanding officer, Washington Quartermaster Depot, Washington, D. C., or by transfer from a predecessor or other quartermaster. In all cases, receipts will be given by the receiving quartermaster; the original copy of receipts to be sent to the commanding officer, Washington Quartermaster Depot, Washington, D. C., so that record will always be available as to the accountable quartermaster. (Pars. 27 and 31, AR 30-910.)

d. Safeguarding.—Requests must be safeguarded by quartermaster and travelers until properly disposed of as set forth herein, in the same manner as money. (Par. 29, AR 30-910; par. 1j, AR 30-920.)

e. When to be issued.—Requests may only be issued (filled in and signed) upon presentation of an authentic order (travel order) signed by the commanding officer, or an officer of record delegated by him to do so. (Par. 1, AR 30-920.)

f. Writing implement to be used.—Typewriter, ink, or indelible pencil will be used in filling out requests; no ordinary pencils will be used. (Par. 19, AR 30-910.)

g. Carbon copies.—The original request (light green paper), one memorandum request (white paper), and an office record copy (white paper) will all be filled in at the same time by carbon paper process.

h. Separate requests.—(1) Requests on transportation companies are to cover transportation only, and in no case will sleeping or parlor car and similar accommodation be included on the same request.

(2) A separate request will be issued when a journey involves transportation of more than one of the following kinds; trans-Atlantic, trans-Pacific, or Alaskan travel on commercial steamer.

(3) Berths on commercial vessel, if authorized, whenever the passage rates do not include berths, involve the issuance of separate requests.

(4) Separate requests are issued for transportation of property by excess baggage service when authorized.

(5) A separate transportation request should be issued for transportation classed as military and a separate transportation request for that classed as nonmilitary, as defined in AR 30-910.

i. Preparation.—It will be noted that on the face of the request the quartermaster will enter the following (par. 21, AR 30-910):

(1) "*Good until*" space.—Enter date, 30 days beyond date of issue.

When separate transportation requests are issued for return Pullman accommodations, time limit should be sufficiently extended to cover such transportation.

(2) "*Bill to*" space.—Enter "Finance Officer, U. S. Army, Washington, D. C."

(3) "*Request the*" space.—Enter name of initial transportation company, e. g., Pennsylvania R. R., Baltimore-Washington Bus Co., or other initial carrier, as the case may be. Under present contracts, railroads are to be used if service meets needs of Government. If sleeping car accommodations are authorized, issue separate request on, e. g., Pullman.

(4) "*Name of traveler*" space.—Enter, e. g., John Smith, Capt. Inf., or Pvt. 1 cl. Richard P. Roe, 234567, A. C., or when a party is proceeding in charge of one man, request should be made out to the senior; for example, Sgt. Amos B. Coe, 345462 and ——— others. When transportation is for dependents, show relationship to whom, and age and sex of each child.

(5) "*From*" space.—Enter name of railroad station at original point, e. g., Philadelphia, Pa.

(6) "*To*" space.—Enter name of railroad station at destination, e. g., Chicago, Ill.

(7) "*Via*" space.—Enter initials of each railroad and names of junction—e. g., if one railroad, Pennsylvania; if more than one, Pennsylvania R. R., Chicago—C. N. W. R. R., Omaha, Nebr.

(8) "*Block*" space (upper right).—(a) *Request for transportation*.—Enter class and number of passengers. If only coach transportation is authorized, enter "Good in coaches only" across lower portion of block space.

(b) *Request for sleeping car accommodations*.—Enter class and number of passengers in proper blocks. Enter berths or seats in detail, standard and tourist separately, and upper or lower separately. Line out all unused blocks.

(9) "*Place of issue*" space.—Enter the place where request is issued, e. g., Ft. School, Pa., December 23, 1933.

(10) "*Signature of issuing officer*" space.—Enter in ink signature of issuing quartermaster.

(11) "*Title*" space.—Enter, e. g., Capt., Q. M. C., Quartermaster, or Acting Quartermaster.

(12) "*Authorization or object*" space.—Enter, e. g., Dep., wife, 1 son 7 years, 1 daughter 4 years, Nonmil. Accomp. Off., Change Sta., and show the order authorizing the travel, e. g., S. O. 127, Ft. School, Pa., December 23, 1935.

(13) "*Appropriation*" space.—Cite appropriation indicated on the travel order.

NOTE.—Appropriations commonly used for various kinds of military travel are contained in War Department numbered circulars.

(14) "*Place*" space.—Enter name of railroad station at point of origin and date transportation to be obtained.

(15) "*Title*" space.—Enter pay-roll designation of traveler.

(16) "*Signature of traveler*" space.—Instruct traveler to sign when presented to ticket agent or to conductor if ticket office not open.

(17) *Cross reference*.—When more than one request is issued for one travel, each request, other than the first, will bear a notation "In connection with T/R WQ." This notation will be placed under the serial number printed on the from.

(18) *When cost is to be charged to an individual*.—Enter beneath appropriation data: name, serial number, grade, and organization of person against whom charges are to be made.

j. Disposition.—When the request has been filled in, give original (green) copy to traveler or person in charge. Send memorandum (white) copy to the Finance Officer, U. S. Army, Washington, D. C., on date of issue. Retain the plain carbon copy in the issuing office, attaching it to the tabulation sheet in the book from which request is taken. Insert on this carbon copy the serial number corresponding to that on the original request. (Par. 25, AR 30-910.)

k. Spoiled requests.—If any errors are made in preparing or filling in a request, write "Cancelled" across its face (original and memorandum) and prepare a new request. Send such cancelled requests to the Commanding Officer, Washington Quartermaster Depot, Washington, D. C., with monthly report. (Par. 26, AR 30-910.)

l. Loss or theft.—In case of loss or theft, immediately report the fact, together with serial numbers of the requests, to local carriers, and to The Quartermaster General through the corps area quartermaster, sending copy of the report to the Finance Officer, U. S. Army, Washington, D. C. (Par. 29, AR 30-910.)

167. Examples of accommodations.

Persons, grade, nature of journey (all journeys begin at Philadelphia)	Duration of journey (hours)	Number of persons	Standard		Tourist		Seats
			U.	L.	U.	L.	
a. Three privates, Q. M. C., to Chicago, Ill. Change of station.	21-----	3	1	1	-----	-----	-----
b. Officer to Army Medical Center, Washington, D. C., for observation and treatment.	2 hours, 20 minutes (ending 9:00 p.m.)	1	-----	-----	-----	-----	1
c. Staff sergeant, Inf., to Pensacola, Fla. Change of station.	32-----	1	-----	1	-----	-----	-----
d. Officer to Army and Navy General Hospital, Hot Springs, Ark., for treatment.	42-----	1	-----	1	-----	-----	-----
e. Officer to El Paso, Tex., for temporary duty.	48-----	1	Nothing.		(Mileage status.)		-----
f. Dependent wife of warrant officer and 3-yr.-old son to Ft. Thomas, Ky. Change of station.	37-----	2	-----	1	-----	-----	-----
g. Wife of officer, dependent mother, and 8-yr.-old son to Denver, Colo. Change of station.	60-----	3	1	2	-----	-----	-----
h. Eight sergeants, Q. M. C., one party, to Atlanta, Ga. Change of station.	30-----	8	8	-----	-----	-----	-----
i. Two members R. O. T. C., not paid travel allowance, to Ft. Bragg, N. C.	28-----	2	-----	2	-----	-----	-----
j. Retired sergeant, Inf., proceeding to his home, Mobile, Ala.	32-----	1	1	-----	-----	-----	-----
k. Corporal and three privs. to Plattsburg Barracks, for duty. Night on train.	12-----	4	2	1	-----	-----	-----
l. Dependent wife of officer, three sons, 16, 14, and 12 yrs. of age, and 3-yr.-old daughter, to Denver, Colo.	54-----	5	1	2	-----	-----	-----
m. Two technical sergeants, five corporals, and six privates, one party, to St. Louis, Mo. Change of station.	24-----	13	1	6	-----	-----	-----
n. Dependent wife of officer, and 7-yr.-old son to Pensacola, Fla.	22-----	2	1	1	-----	-----	-----
o. Corporal and four privates to Omaha, Nebr. Change of station.	41-----	5	1	2	1	2	-----
p. Four sergeants and four privates to San Antonio, Tex. Change of station.	50-----	8	Chicago. To New Orleans.		Omaha. To San Antonio.		-----

168. Examples of transportation requests.—The appropriate number of requests for transportation and sleeping car accommodations are called for in conformity with the following travel orders.

(It will be assumed that W. D., Q. M. C. Forms No. 207, Transportation Certificate for Passenger Travel, have been prepared and signed by persons responsible for dependents where applicable. Last T/R used in your office WQ 721001. Captain X, Q. M. C., issuing officer. Use routing shown below.)

a. Cases.—(1) *Case 1.*—Paragraph 3, Special Orders, No. 170, Fort School, Pa., Dec. 8, 1939, directs the following enlisted men proceed from this station to Fort Hamilton, N. Y., for permanent station:

Sergeant Alex. J. Rice, R-338412, Q. M. C.

Private Thomas S. Brown, R-3861420, Q. M. C.

Private Ronald Thomas, R-4832160, Q. M. C.

Procurement Authority FD 1401 P 50-0623 A 0410-0.

(2) *Case 2.*—Paragraph 4, Special Orders, No. 170, Fort School, Pa., Dec. 8, 1939, directs Warrant Officer Leo P. Jones, U. S. A., to proceed to Army Medical Center, Washington, D. C., for observation and treatment. Procurement Authority FD 1401 P 180-0620 A 0410-0.

(3) *Case 3.*—Mrs. Mary A. Long, dependent wife, and 14-year-old son of Technical Sargeant James B. Long, R-346783, Q. M. C., ordered to Fort McPherson, Ga., for permanent station per paragraph 5, Special Orders, No. 170, Fort School, Pa., Dec. 8, 1939. Procurement Authority FD 1401 P 82 0600 A 0410-0.

b. Routing.—(1) *Case 1.*—Reading Company (Bound Brook) CRR of N. J. Des.

(2) *Case 2.*—Pennsylvania or Baltimore and Ohio Railroad.

(3) *Case 3.*—Pennsylvania or Baltimore and Ohio Railroad, Washington, D. C.; Southern Railway, Atlanta, Ga.

c. Exercise.—In connection with the issuance of T/R for sleeping car and similar accommodation, there are no tourist accommodations available east of Chicago, St. Louis, Memphis, Vicksburg, and New Orleans.

Government Request for Transportation
NOT TRANSFERABLE
Penalty for fraudulent use, \$1,000 and imprisonment

Solution—Case 1.

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 8, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and bureau or service)

Requests the Reading Company to furnish

Sgt. Alex. J. Rice, R 338412

QMC and (2) others at the lowest rate the following
(Name of traveler)

from Philadelphia, Pa. to New York, N. Y.

via Reading Company (Boundbrook, N. J.) CRR of N. J. to des.

NOT VALID

Form No. Ticket No. Unless signed
(To be filled in by ticket agent) in writing by
issuing officer

Value (To be inserted by carrier) \$

I certify that transportation has been
furnished as above, except as noted on re-
verse hereof.

Authorization or object Par. 3, S.O. 170, Fort School, Pa.,

Dec. 8, 1939 Change of station (Mil)

Appropriation FD 1401 P 50 0623 A 0410-0

1—grade 4; 2—grade 7.

WQ No. 721002

Transportation		Berths				Seats	State-rooms
Class	Num-ber of persons	Standard		Tourist			
		Upper	Lower	Upper	Lower		
2	3						
(Good in coaches only)							

Fort School, Pa., Dec. 8, 1939
(Place of issue)

X

(Signature of issuing officer)

Title Capt., Q. M. C., Q. M.

Philadelphia, Pa., Dec. 8, 1939
(Place)

Blank

(Signature of traveler)

Blank

Title

NOTE.—Follow strictly instructions on reverse
hereof.

(Reverse side of sheet 1)

GENERAL INSTRUCTIONS TO CARRIERS

1. Carriers must furnish transportation of the class or character and between the points specified in the request. The United States Government will not be responsible for excess costs occasioned by violation of these instructions. Transportation exceeding that called for on the face of the request must be paid by the traveler when obtained and not billed against the Government.

2. Where exceptional conditions require the issuance of transportation differing from that specified in the request, the traveler should note in the following space the actual transportation furnished, the reason for the difference, and sign the statement.

3. Transportation for a number of persons should be furnished at the lowest available rate for said number. Reserved for stamp

4. Money must not be exchanged for Transportation Requests.

5. Ticket agent's insertions on request should be in ink or indelible pencil.

6. Requests showing erasures or alterations should not be honored.

Ticket agent

BILLING

7. Bills should be prepared by carrier's general officers on Government forms obtainable from the Public Printer, Washington, D. C., and rendered direct to the issuing bureau or office as shown on the face of the request.

8. Requests should not be passed through banks for collection.

9. Original requests must accompany bills and be listed thereon by numbers.

10. If original requests are lost, carrier should furnish affidavit explaining loss and showing the exact service rendered, including date of issue and number of ticket.

Government Request for Transportation
NOT TRANSFERABLE
Penalty for fraudulent use \$1,000 and imprisonment

56

Solution—Case 2.

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 8, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and bureau or service)

Requests the Pennsylvania RR Company to furnish

W. O. Leo P. Jones, USA at lowest rate the following
(Name of traveler)

from Philadelphia, Pa. to Washington, D. C.
via Pennsylvania Railroad

Form No. Ticket No.
(To be filled in by ticket agent)

Value (To be inserted by carrier) \$ NOT VALID
unless signed
in writing by
issuing officer

I certify that transportation has been furnished }
as above, except as noted on reverse hereof.

Authorization or object Par. 4, S. O. 170, Fort School, Pa.,

Dec. 8, 1939

To hospital—observation and treatment (Mil)

Appropriation FD 1401 P 180-0620 A 0410-0

WQ No. 721003

Transportation		Berths				
		Standard		Tourist		
Class	Num-ber of per-sons	Upper	Lower	Upper	Lower	State-rooms
1	1					

Fort School, Pa., Dec. 8, 1939
(Place of issue)

X
(Signature of issuing officer)

Title Capt., Q. M. C., Q. M.

Philadelphia, Pa., December 8, 1939
(Place)

Blank
(Signature of traveler)

Title Blank

NOTE.—Follow strictly instructions on reverse hereof.

Government Request for Transportation
NOT TRANSFERABLE
Penalty for fraudulent use \$1,000 and imprisonment

Solution—Case 2.

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 8, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and Bureau or Service)

Requests the Pullman Company to furnish

W. O. Leo P. Jones, USA at lowest rate the following
(Name of traveler)

from Philadelphia, Pa., to Washington, D. C.

via Pennsylvania Railroad

Form No. Ticket No.
(To be filled in by ticket agent)

Value (To be inserted by carrier) \$

I certify that transportation has been furnished }
as above, except as noted on reverse hereof.

Authorization or object Par. 4, S. O. 170, Fort School, Pa.,

Dec. 8, 1939 To hospital—observation and treatment (Mil)

Appropriation FD 1401 P 180-0620 A 0410-0

In connection WQ No. 721004
T/R 721003

Transportation		Berths			State-rooms
		Standard		Tourist	
Class	Num-ber of persons	Upper	Lower	Upper	Lower
1	1	---	1	---	---

Fort School, Pa., Dec. 8, 1939
(Place of issue)

X
(Signature of issuing officer)

Title Capt., Q. M. C., Q. M.

Philadelphia, Pa., December 8, 1939
(Place)

Blank
(Signature of traveler)

Title Blank

NOTE.—Follow strictly instructions on reverse hereof.

Government Request for Transportation
NOT TRANSFERABLE
Penalty for fraudulent use \$1,000 and imprisonment

Solution—Case 3.

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 8, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and bureau or service)

Requests the Baltimore & Ohio Railroad Company to furnish
Mrs. Mary A. Long, wife of Tech. Sgt. James B. Long, R 346783, QMC,
and 14-yr.-old son at lowest rate the following
(Name of traveler)

from Philadelphia, Pa. to Atlanta, Ga.
via B. & O. R. R., Washington, D. C.—Southern, Atlanta, Ga.

Form No. _____ Ticker No. _____
(To be filled in by ticket agent)
Value (To be inserted by carrier) \$ _____
NOT VALID Unless signed in writing by issuing officer.

I certify that transportation has been furnished }
as above, except as noted on reverse hereof.

Authorization or object Par. 5, S. O. 170, Fort School, Pa., Dec. 8, 1939

Change of station—dependents (Nonmil)

Appropriation FD 1401 P 82-0600 A 0410-0

WQ No. 721005

Transportation		Berths			State-rooms
Class	Num-ber of persons	Standard	Tourist	Seats	
		Upper	Lower	Upper	Lower
1	2				

Fort School, Pa., Dec. 8, 1939
(Place of issue)

X
(Signature of issuing officer)

Title Capt., Q. M. C., Q. M.

Philadelphia, Pa., Dec. 8, 1939
(Place)

Blank
(Signature of traveler)

Title Blank

NOTE.—Follow strictly instructions on reverse hereof.

Solution—Case 3.

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 8, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and bureau or service)

Requests the Pullman Company to furnish

Mrs. Mary A. Long, wife of Tech. Sgt. James B. Long,

R 346783, QMC, and 14-yr.-old son at lowest rate the following
(Name of traveler)

from Philadelphia, Pa. to Atlanta, Ga.

via Pennsylvania Railroad

Form No. Ticket No. NOT VALID
(To be filled in by ticket agent) unless signed
Value (To be inserted by carrier) \$ issuing officer

I certify that transportation has been furnished }
as above, except as noted on reverse hereof.

Authorization or object Par. 5, S. O. 170, Fort School, Pa.,

Dec. 8, 1939 Change of station—dependents (Nonmil)

Appropriation FD 1401 P 82-0600 A 0410-0

WQ No. 721006

In connection with T/R 721005

Transportation		Berths			
		Standard		Tourist	
Class	Num-ber of per-sons	Upper	Lower	Upper	Lower
1	2	1	1		
				Seats	State-rooms

Fort School, Pa., Dec. 8, 1939
(Place of issue)

X
(Signature of issuing officer)

Title Capt., Q.M.C., Q.M.

Philadelphia, Pa., Dec. 8, 1939
(Place)

Blank
(Signature of traveler)

Title Blank

NOTE.—Follow strictly instructions on reverse hereof.

CHAPTER 12

TRANSPORTATION OF TROOPS

	Paragraph
References	169
Procedure for troop movements on special troop trains.....	170
Planning for troop movements.....	171
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Installation and use of U. S. Army field range, M1937, on troop trains.....	173
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Preparation of organization supplies and equipment for shipment.....	176
Making up train sections.....	177
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Detail of officers incident to movement.....	179
Loading of cars.....	180
Entraining of personnel.....	181
Bills of lading and transportation requests.....	182
Detraining	183

169. References.—In addition to chapters 6 and 11, the following Army Regulations are pertinent:

AR 30-930.

AR 30-935.

AR 30-940.

AR 30-945.

AR 30-950.

AR 30-965.

170. Procedure for troop movements on special troop trains (mobilization only).—*a.* The Adjutant General's Office issues directives for all movements to corps area commanders or commanders of exempted stations, furnishing copies to The Quartermaster General.

b. Corps area commanders or commanders of exempted stations request destination releases from commanding officers at destinations, if releases have not been communicated in the directives for the movements.

c. Upon receipt of destination releases, corps area commanders or commanders of exempted stations communicate with The Quartermaster General, giving destination, car requirements, strengths of units to be moved, the time of the proposed movements, and request routing instructions.

d. The Quartermaster General, assisted by the Headquarters, Military Transportation Section, Car Service Division, A. A. R.

(located in his office), prepares routing instructions and transmits them to corps area or exempted station commanders.

e. M. T. S. Headquarters (in The Quartermaster General's Office), Washington, D. C., after having assisted in the preparation of routing instructions—

(1) Arranges for the supply of sleeping-car or similar accommodations from the Pullman Company.

(2) Notifies M. T. S. representative at point of origin of the proposed movement together with full details, that is, strength of units to be moved, time of departure, time sleeping-car or similar accommodations will be available, and requirements for other types (passenger, freight, stock, and baggage) of cars.

(3) Mails or wires information in (2) above to military traffic bureaus of the railroads.

(4) Sends copies of routing instructions to each of the rail lines over which the trains will be routed.

f. M. T. S. representative at point of origin—

(1) Upon receipt of information in *e*(2) above, arranges for the placing of cars at time required, adjusts variations in car requirements caused by unforeseen developments, and makes certain that sleeping-car and similar accommodations have been provided.

(2) Arranges with originating lines the details of the movement schedules.

(3) Assists the transportation officer in the working out of details in connection with the movements.

(4) Sends copies of schedules discussed in (2) above to—

(a) Transportation officer at point of origin.

(b) All lines over which movements are to be made.

(c) M. T. S. representative at destination.

(d) Headquarters, M. T. S. (O. Q. M. G.), Washington, D. C.

(5) Makes certain that movement is effected in accordance with the wishes of the commanding officer at point of origin and the transportation officer on duty at the station.

g. The rail lines over which the special troop trains are routed will perform the service and will submit passing reports to telegraph to Headquarters, M. T. S. (O. Q. M. G.), Washington, D. C.

h. The M. T. S. representative at each location will telegraph daily in cipher to the M. T. S. Headquarters, Washington, D. C., departures for the preceding 24 hours, organizations (strength in men, and quantity of impedimenta) to be moved within the succeeding 24 hours, and strength which will remain at the post, camp, or station.

RAIL TRANSPORTATION

i. M. T. S. representative at destination arranges with the destination commanding officer or his transportation officer those details in connection with the detraining which they require, and assists them in any manner desired. He supplies copies of incoming train schedules to them so that arrangements can be made for accommodations for the troops.

j. Commanding officer at destination—

(1) Before movement is made and prior to sending destination release to point of origin, makes certain that he can receive, unload, and accommodate troops and their impedimenta.

(2) Sends destination release to commanding officer at point of origin and a copy thereof to M. T. S. representative at point of origin.

(3) Releases rail and equipment within 3 hours after arrival of the trains.

(4) Reports arrivals promptly to the commanding officers at points of origin.

Although the steps outlined have been shown in sequence for the sake of clarity, many of them can be effected simultaneously. Quartermaster transportation officers, as representatives of The Quartermaster General and of their respective commanding officers, will normally make all necessary arrangements for troop movements.

171. Planning for troop movements.—*a.* The Quartermaster General has prepared troop movement tables for all planned movements by rail on special troop trains of the majority of the National Guard *active* units to their respective training centers.

b. The Quartermaster General has prepared, for units whose destination is unknown, a file of all the necessary data for the expeditious preparation of troop movement tables *when destination becomes known*, of all Regular Army *active* units.

c. Rail movements of units in categories other than those indicated in *a* and *b* above will be planned and data therefor assembled subsequently.

d. The preceding subparagraphs do not relieve commanding officers and officers of the Quartermaster Corps from the obligations imposed upon them by Army Regulations to make and maintain current estimates of the railroad equipment required to move their commands or the commands at posts, camps, and stations. The data in *a*, *b*, and *c* above are intended to *expedite* troop movements and to enable The Quartermaster General intelligently to pass upon requests for information concerning routing and necessary equipment.

172. Priorities.—The Secretary of War will announce priorities of movements of military personnel.

173. Installation and use of U. S. Army field range, M1937, on troop trains.—*a.* The Association of American Railroads considers that the U. S. Army field range, M1937, can be safely used for cooking on troop trains when installed and operated in accordance with the instructions below.

b. All range cabinets, securely latched together as a battery, will be placed against the side wall of a baggage car and secured by stay

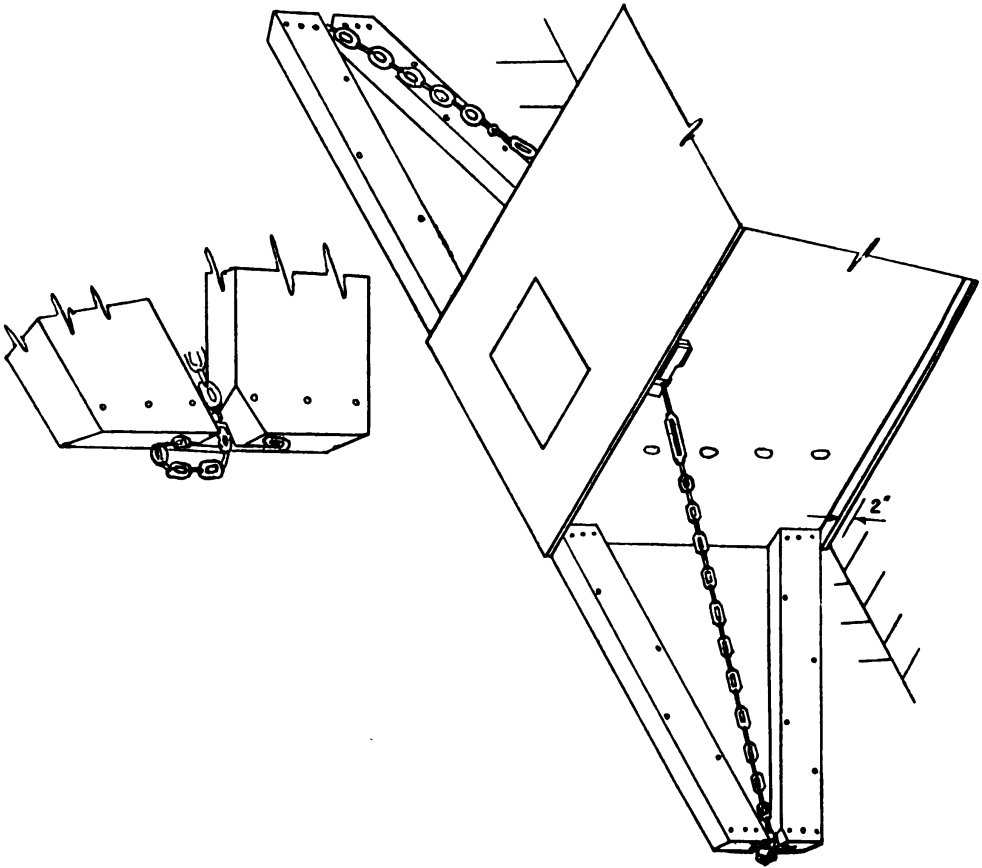


FIGURE 1.

chains and wooden blocks as indicated by figures 1 and 2. The wooden blocks will be secured with 16-penny nails or with lag screws, whichever will result in the least damage to the car floor. The large hook on the outer end of the chain will be run through a link of the chain and will serve as a pull bar against the outer ends of the wooden blocks. In the event the car furnished has a wooden interior the range set will be placed 2 inches from the side of the car.

c. The installation of the range will be made under the supervision of a commissioned officer.

d. One 5-gallon gasoline safety filling can is furnished as standard equipment with each range set. *Only one* such can of gasoline will be carried in a car, except where the number of range cabinets installed exceeds three, in which event two such cans of gasoline may be carried. Gasoline cans will be placed in individual wooden containers secured to the car floor as indicated by figure 1. The wooden containers will be as far removed from the range as is practically possible.

e. One 1-quart carbon tetrachloride fire extinguisher and one bucket of sand will be provided in the car for each range set of three cabinets.

f. Since the carrying in the car of gasoline in excess of the quantity authorized in *d* above is prohibited, arrangements will be made for replenishing the safety cans en route.

g. Fire units will be removed to the other end of the car or outside of the car, if practical, for refueling. *In no event will the units be refueled while there is any fire in the car or while the car is in motion.* The work of refueling fire units will be supervised by a commissioned officer.

h. The installation and use of the equipment normally provided for heating water in the field are prohibited on troop trains. The fire unit, normally used for heating water, may be carried on troop trains as a spare, provided it is securely fastened to the floor of the car.

i. In order to decrease the fire hazard when ranges are installed in railroad cars with wooden floors, a metal sheet will be placed under the cabinets. This sheet will cover the entire floor area occupied by the ranges and should extend at least 4 inches beyond the front edge of the cabinets. Twenty-gage metal or heavier is suitable for the purpose.

174. Control.—See section II, chapter 6.

175. Typical troop movement.—The following illustration is based upon an assumed movement which the Commanding General, Third Corps Area, has ordered pursuant to instructions from the War Department. It will serve as an example of the procedure involved in troop movements on special trains, and will obtain irrespective of the size or number of the units to be moved. Specific questions arising in connection with the study of this representative movement will be answered by referring to appendix IV under the topical heading concerning which further information is desired.

NOTE.—See chapters 13, 14, and 16 concerning *special* considerations when shipping animals, impedimenta, or explosives.

a. Part I.—(1) *General situation.*—Fort School, Pa., is located on the Pennsylvania Railroad and has a passenger and freight station. An

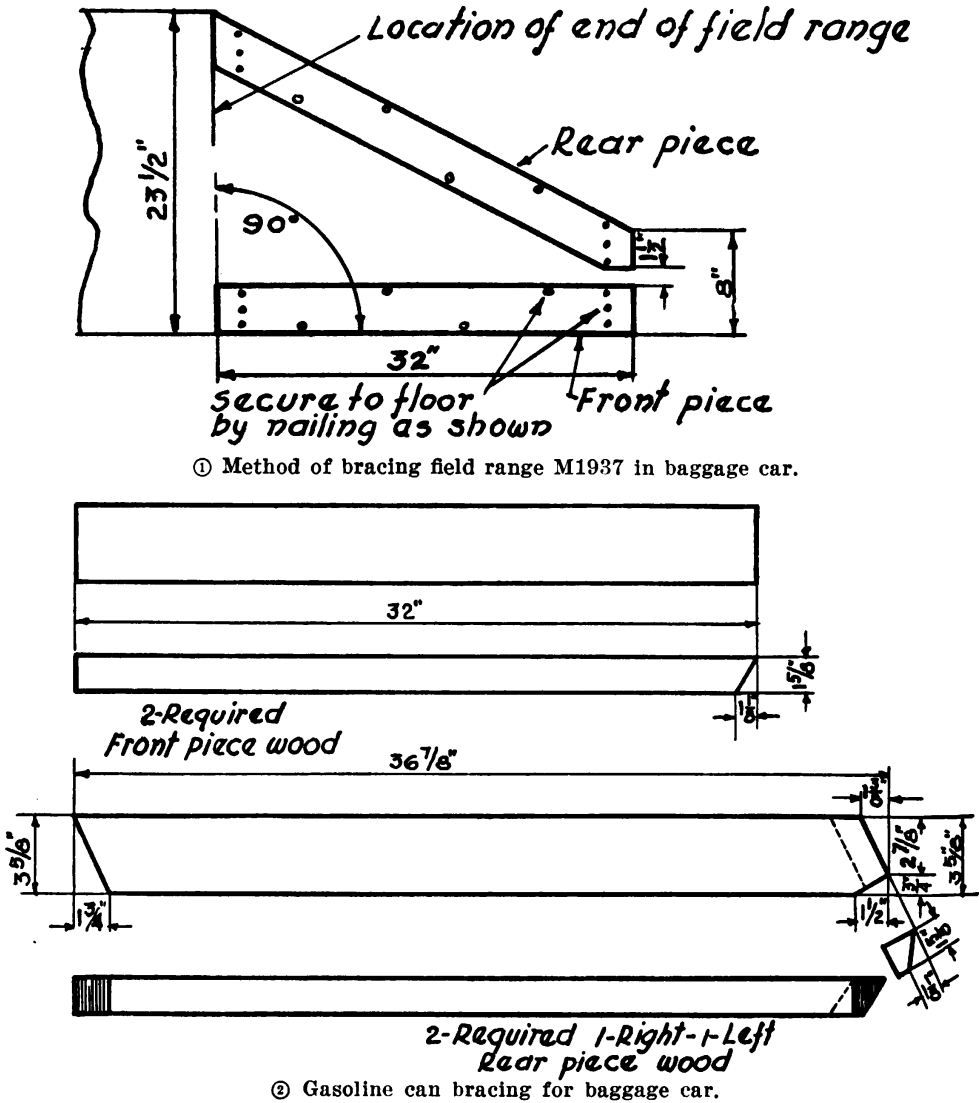


FIGURE 2.

"average agreement" for demurrage with the Pennsylvania Railroad is in effect. There is a spur track and siding 750 feet long available for incoming and outgoing shipments.

(2) *Special situation.*—At a conference held in the office of the commanding officer, 9:00 AM, December 2, 1939, at which the commanding officer presided and the following officers were present: Major James Brown, 70th Inf.; 1st Lieut. B. Handy, 70th Inf., acting supply officer; and Major Q, post quartermaster and transportation officer, it was decided that Companies *E* and *F*, 70th Infantry and detachment, together with the minimum requirement of animal transportation, would proceed by rail on December 7th to Fort Abraham Eustis, Virginia. Par. 1, S. O. 90, Dec. 2, 1939, was issued accordingly. Copy attached. The following details were agreed upon:

(a) This movement will be considered a special troop train of one section.

(b) The journey from Fort School, Pa., to Fort Abraham Eustis, Va., will require approximately 10 hours and should begin at 8:00 AM, December 7th, in order to take advantage of the daylight.

(c) Animals will be shipped in a stock car.

(d) Animal-drawn transportation will be shipped "set up" since same would be required immediately upon arrival at destination.

(e) First Lieut. B. Handy, 70th Inf., will be designated as train quartermaster. Private Jones Smith, R-32987, Co. *E*, 70th Inf., as attendant for animals.

(f) The necessary packing, crating, and loading will be effected by troop labor.

(g) The following data respecting movements to Fort Abraham Eustis, Va., are contained in Circular No. 2, O. Q. M. G.:

Name.....	Eustis, Fort Abraham, Va.
Location.....	2 miles from Lee Hall, Va.
Post office.....	Fort Eustis, Va.
Telegraph office.....	Fort Eustis, Va.
Telegraph company.....	Western Union.

(3) *Routing instructions.*—(a) *Remarks.*—The Government boats are operated from the fort to Newport News, Va., distance 18 miles, via Warwick and James Rivers, where shipments for the fort are received at commercial piers. (See (f) below.) Occasionally Government motor trucks are operated between the fort and Yorktown, Va., distance 9 miles, where shipments for the fort are received at a commercial wharf. (See (f) below.) Government motortruck from Lee Hall, Va., to the fort; Government spur track connects with the

Chesapeake & Ohio Railway 1 mile east of Lee Hall, Va., and carload freight shipments are switched from the Lee Hall interchange track by Government owned locomotive.

(b) *Express*.—Bills of lading for all express shipments will be issued to Lee Hall, Va.

(c) *Freight*.—Bills of lading for carload and less-than-carload freight shipments for rail delivery will be issued to Lee Hall, Va. (See (f) below.)

(d) *Bills of lading*.—Mail all bills of lading and property received copies thereof to the Quartermaster, Fort Abraham Eustis, Va.

(e) *Passengers*.—Transportation requests for travel by regular train service will be issued to Lee Hall, Va. Transportation requests for travel by special train service will be issued to Fort Abraham Eustis, Va., showing the Chesapeake & Ohio Railway as last carrier.

(f) *Shipments*.—Shipments can be made via water lines to Fort Abraham Eustis, Newport News, Va., and to Fort Abraham Eustis, Yorktown, Va., but only in cases when the quartermaster at Fort Abraham Eustis advises the shipping quartermaster that such can be done.

(4) *Special orders*.

SPECIAL ORDERS }
No. 90 }

HEADQUARTERS, FORT SCHOOL, PA.,

December 2, 1939.

1. In compliance with instructions contained in letter from Headquarters, Third Corps Area, Baltimore, Md., November 30, 1939 (001-Training, Misc. C), Companies *E* and *F*, 70th Infantry, in command of Major James Brown, 70th Infantry, will proceed by rail on December 7, 1939, from Fort School, Pa., to Fort Abraham Eustis, Va., for temporary duty in connection with field training, and upon arrival thereat will report to the commanding officer for duty.

The following personnel, Medical Department, will accompany the troops to Fort Abraham Eustis, Va., and upon arrival thereat will report to the senior medical officer for duty during the encampment:

1st Lieut. H. E. Hess, Medical Corps.

2 privates, first class, or privates, Medical Department.

Baggage to accompany the troops will be limited to the following:

- (a) Organizational field equipment.
- (b) Four escort wagons and two rolling kitchens, complete with animals; these to be furnished by the Service Company, 70th Infantry.
- (c) Personal baggage: Two trunk lockers for each officer and one trunk locker for each enlisted man.

Cooked rations will be taken for the journey.

RAIL TRANSPORTATION

2. This travel is necessary in the military service. The Quartermaster Corps will furnish the necessary transportation, and payment when made is chargeable to procurement authorities—

QM 1600 P 28-0700 A 0525-0 (impedimenta).

FD 1401 P130-0620 A 0410-0 (officers).

FD 1401 P190-0623 A 0410-0 (E. M.).

By order of Colonel A:

B. C.

Capt., 70th Infantry,

Adjutant.

(5) *Memorandum to the quartermaster.*

FORT SCHOOL, PA.,

December 2, 1939.

MEMORANDUM TO THE QUARTERMASTER:

The following troop movement is to be made from this station to Fort Eustis, Va.:

Organizations: Cos. E and F, and Detch., 70th Infantry.

Train quartermaster: 1st Lieut. B. Handy, 70th Infantry.

Authority: Paragraph 1, S. O. 90, Fort School, Pa., Dec. 2, 1939.

Date of movement: Dec. 7, 1939.

Officers: 6.

Enlisted men: 202 (includes stock attendant).

Public mules: 22.

Escort wagons: 4.

Rolling kitchens: 2.

It is requested that you make the necessary arrangements for this movement.

(Signed) JAMES BROWN,

Major, 70th Infantry,

Commanding.

(6) *Questions and answers.*—Q. What administrative action is necessary on the part of the post quartermaster in order to obtain the necessary railway equipment?

A. Paragraph 8b, AR 30-930, requires that when the number of persons exceeds 49, arrangements for such movement will be made by The Quartermaster General. A letter to The Quartermaster General should at once be forwarded setting forth the detailed information called for by paragraph 8b, AR 30-930, by the post transportation officer, Fort School, Pa. (49 in time of war).

Q. What kind of passenger equipment would this movement require?

A. Day coaches, since the journey will neither exceed 10 hours nor involve night travel.

Q. How would troops be rationed en route?

A. By the utilization of cooked rations.

Q. From what source will the transportation officer secure information as to the proposed movement of troops?

A. From the commanding officer.

Q. Whose duty is it to prepare memorandum covering the movement of troops—W. D., Q. M. C. Form No. 217?

A. The post transportation officer.

Q. Is the trackage at Fort School adequate to accommodate the entire section including locomotive?

	<i>Feet</i>
A. Engine with tender-----	70
1 stock car (40 feet plus 4)-----	44
2 box cars (36 feet plus 8)-----	80
2 flat cars (36 feet each plus 8)-----	80
1 baggage car (75 feet plus 4)-----	79
5 day coaches (75 feet each plus 20)-----	395
Total trackage required (approximately)-----	748

Q. Upon arrival of the passenger and freight equipment, whose duty is it to inspect same?

A. The post transportation officer's. (Par. 4, AR 30-945.)

Q. What will the above inspection cover?

A. Inspection of the passenger and freight equipment will be performed by the shipping quartermaster and will cover—

(a) *Passenger equipment.*

1. Car doors free from dirt and in sanitary condition.
2. Seats clean and free from dust and rips.
3. No broken windows or doors.
4. Ventilators in proper order.
5. Lavatories in working order and properly supplied with water.
6. Toilets clean and sanitary; flushing apparatus working and sufficient toilet paper.
7. Water tanks filled and iced, and in hot weather extra barrels or G. I. cans of water on platforms.
8. Lighting fixtures in working order and car properly lighted for night travel.
9. Platforms and steps of cars safe and secure.
10. Baggage car to have end door and to be clean and sanitary.
11. Signal cord and emergency brake cord.
12. Fire apparatus.

(b) *Freight equipment.*

1. Stock cars clean and sanitary. Floors sanded; sides and bottoms free from nails or loose boards; and tight floors.

2. Boxcars to have doors which can be closed and sealed.
3. Other freight equipment suitable and safe for the purpose for which required. (Par. 4, AR 30-945.)

Q. In case there is a delay in furnishing the passenger equipment on time, with whom will the post transportation officer confer?

A. In peace, the general manager of the railroad. The address of this official can be secured from the official railway guide or the local agent. (Par. 11, AR 30-930.) In time of war, the M. T. S. representative accredited to his office.

Q. To whom will the post transportation officer deliver the bills of lading and transportation requests when completed?

A. The train quartermaster. (Pars. 9 and 10, AR 30-945.)

Q. From what papers will the bill of lading be compiled?

A. Shipping tickets submitted by the various organizations after property has been loaded.

Q. From what papers will the transportation request be compiled?

A. Final (consolidated) directive for transportation from the commanding officer.

Q. Who will be responsible for the "checking" of the organization property loaded in the freight and baggage cars?

A. Whenever property is shipped on the train on which the organization to which it belongs is traveling, the property is only "constructively" turned over to the shipping quartermaster, and the organization commander or the supply officer, if there is one, will exercise such supervision over the loading and unloading of the property as will insure the checking's being properly done. (Par. 7a, AR 30-945.)

Q. What disposition will the train quartermaster make of the bills of lading upon arrival at destination?

A. Deliver same to quartermaster or his representative at destination. (Par. 10c(2), AR 30-945).

Q. What steps should the troop train commander take upon arrival at destination to ascertain if any damage had occurred to the railway equipment en route?

A. Upon detraining, the troop train commander with the train conductor will inspect the railway equipment which has been vacated, with the object of determining whether any railway property has been damaged or unlawfully removed. A report will be made in writing to the commanding officer to whom he reports. (Par. 15l, AR 30-945.)

Q. Who is responsible for the proper blocking of animal-drawn transportation in compliance with the I. C. C. regulations?

A. The post transportation officer. (Par. 6b, AR 30-955.)

Q. How is the transportation for the attendant with live stock covered?

A. On bill of lading covering animals. (See exhibits below.)

b. *Part II*—(1) *Time*.—7:00 a. m., December 7, 1939.

(2) *Papers*.—The following papers have reached your office:

(a) *Exhibit A*.—Copy of letter, O. Q. M., Ft. School, Pa., Dec. 2, 1939, request for arrangements.

(b) *Exhibit B*.—Letter O. Q. M. G., Dec. 4, 1939, setting forth arrangements and route.

(c) *Exhibit C*.—Shipping ticket, organization property, Co. E, 70th Inf.

(d) *Exhibit D*.—Shipping ticket, organization property, Co. F, 70th Inf.

(e) *Exhibit E*.—Shipping ticket, organization property, Detachment 70th Inf.

(f) *Exhibit F*.—Veterinary Health Certificate.

(g) *Exhibit G*.—W. D., Q. M. C. Form No. 217, Memorandum concerning the movement of troops.

(3) *Required*.—Prepare the following instruments:

(a) Government B/L No. WQ 130959 covering contents loaded in cars; PRR Car No. 24689 and B&O Car 897336. Loaded Dec. 6, 1939.

(b) Government B/L No. WQ 130960 covering animal-drawn vehicles loaded on flat cars B&O 329850 and Reading Car 90356. Loaded Dec. 6, 1939.

(c) Government B/L No. WQ 130961 covering 22 draft mules and stock attendant. Loaded in car PRR 423786, Dec. 7, 1939.

(d) Transportation Request WQ No. 553299 covering troops.

(e) W. D., Q. M. C. Form No. 207, Transportation certificate for passenger travel.

(4) *Exhibits*.—(a) Exhibit A.

Office of the Quartermaster
Fort School
Philadelphia, Pa.

DECEMBER 2, 1939.

SUBJECT: Arrangements for Rail Movement.

TO: The Quartermaster General,
Washington, D. C.

1. In compliance with paragraph 8b, AR 30-930, the following information is furnished to cover movement directed in the enclosed Special Order 90, Fort School, Pa., dated December 2, 1939, with request that the desired equipment be placed and proper routing designated:

(1) Designation of troops: Companies E, F, and Detachment, 70th Inf.

(2) Number of officers, 6; enlisted men, 202.

- (3) Point of entrainment: Spur track, Ft. School, Philadelphia, Pa.
(spur track connects with P. R. R.).
- (4) Date on which troops will be ready to move: Dec. 7, 1939.
- (5) Destination: Fort Abraham Eustis, Va.
- (6) Passenger equipment desired: Day coaches.
- (7) Freight equipment required:
 - Two (2) standard box cars.
 - One (1) ordinary stock car, 40-foot, for 22 draft mules.
 - Two (2) flat cars, 36-foot.
 - One (1) baggage car with end doors for checkable baggage and rations.
- (8) Freight equipment should be placed not later than 6:00 a. m., Dec. 6, 1939; passenger equipment not later than 7:00 a. m., Dec. 7, 1939.

Q,
Major, QMC,
Quartermaster.

Incl:

SO 90, Ft. School.

(b) *Exhibit B.*

OFFICE OF THE QUARTERMASTER GENERAL

WASHINGTON, D. C.

DECEMBER 4, 1939.

SUBJECT: Arrangement for Troop Movement.

TO: Quartermaster,
Fort School, Pa.

1. Reference is made to your letter of December 2, 1939, requesting routing instructions be furnished and arrangements made to place the equipment required for the movement of Companies *E*, *F* and Detachment, 70th Infantry, to Fort Abraham Eustis, Va.

2. You are advised that the Pennsylvania Railroad system will place on your spur track the following equipment:

One ordinary stock car 40-foot for 22 draft mules.	} Not later than 6:00 a. m., Dec. 6, 1939.
Two standard box cars-----	
Two 36-foot flat cars-----	
One baggage car-----	
Five day coaches-----	Not later than 7:00 a. m., Dec. 7, 1939.

3. The routing for the troop train will be via P. R. R. to Washington, D. C., the C. & O. R. R. to destination, routing No. 21,733.

4. You should communicate with the local representative at Philadelphia where all final arrangements may be made.

By authority of The Quartermaster General:

W. A. JONES,
Major, Q.M.C.,
Assistant.

NOTE.—Upon receipt of routing instructions, quartermaster should send memorandum concerning movement of troops (W. D., Q. M. C. Form No. 217) to organization commanders.

TM 10-370

175

QUARTERMASTER CORPS

(c) *Exhibit C.*

WAR DEPARTMENT
Q. M. C. Form No. 484
Revised Jan. 3, 1935

SHIPPING TICKET

CONSIGNOR'S Vou. No. _____
CONSIGNEE'S Vou. No. _____
NUMBER OF SHEETS _____

CONSIGNOR:

DATE SHIPPED OR DELIVERED Dec. 6, 1939

SHIP TO— Quartermaster, Fort Abraham Eustis, Va. For: C.O., Co.E, 70th Inf.	AUTHORITY OR REQ. NO.
	TRANSPORTATION COST OF \$_____ CHARGEABLE TO
	P/A No. _____

QUANTITY		STOCK No.	ARTICLE	UNIT	UNIT COST	TOTAL COST
ORDERED	SHIPPED					
					Weight	
Nos. 1 to 50			Fifty boxes, company property	bx	5, 000	
51 to 72			Twenty-two crates, company property	cr	7, 500	
73 to 75			Three bundles, company property	bdl	300	
					12,800	
			In car PRR No. 24689			

ARTICLES LISTED IN COLUMN "ORDERED" HAVE BEEN RECEIVED UNLESS OTHERWISE NOTED IN COLUMN "SHIPPED."

... 48-5009

Que	Major, Q.M.C.	Q.M.
(NAME)	(RANK)	(ORGANIZATION)

RAIL TRANSPORTATION

TM 10-370

175

(d) Exhibit D.

WAR DEPARTMENT
Q. M. C. Form No. 434
Revised Jan. 3, 1935

SHIPPING TICKET

CONSIGNOR'S Vou. No.
CONSIGNEE'S Vou. No.
NUMBER OF SHEETS

CONSIGNOR:

DATE SHIPPED OR DELIVERED December 6, 1939

SHIP TO—
Quartermaster
Fort Abraham Eustis, Va.
For: C.O., Co. "F", 70th Inf.

AUTHORITY OR REQ. NO.

TRANSPORTATION COST OF \$..... CHARGEABLE TO
P/A No.

QUANTITY		STOCK NO.	ARTICLE	UNIT	UNIT COST	TOTAL COST
ORDERED	SHIPPED					
Nos. 1-45 bx.			Forty-five Boxes, Company Property		Weight 4500	
46-80 cr.			Thirty-five Grates, Company Property		7300	
81-84 bdl.			Four Bundles, Company Property		200	
					12000	
			Loaded in B & O Car 897336			

ARTICLES LISTED IN COLUMN "ORDERED" HAVE BEEN RECEIVED UNLESS OTHERWISE NOTED IN COLUMN "SHIPPED."

... 60-9100

Que

(NAME)

Major, Q.M.C.

(RANK)

Q.M.

(ORGANIZATION)

TM 10-370

175

QUARTERMASTER CORPS

(e) Exhibit E.

WAR DEPARTMENT
Q. M. C. Form No. 484
Revised Jan. 3, 1935

SHIPPING TICKET

CONSIGNOR'S VOU. No.
CONSIGNEE'S VOU. No.
NUMBER OF SHEETS

CONSIGNOR:

DATE SHIPPED OR DELIVERED December 6, 1939

SHIP TO— Quartermaster,
Fort Abraham Eustis, Va.
For: Commanding Officer, Detachment
70th Inf.

AUTHORITY OR REQ. NO.

TRANSPORTATION COST OF \$..... CHARGEABLE TO
P/A No.

QUANTITY		STOCK NO.	ARTICLE	UNIT	UNIT COST	TOTAL COST
ORDERED	SHIPPED					
					Weight	
	22	P.R.R. Car No. 423786 Mules, U.S. Property		ea.	22, 000	
	3	B & O Car No. 329850 Escort wagons, three		ea.	6, 099	
	2	Reading Car No. 90356 Two rolling kitchens		ea.	6, 000	
	1	One escort wagon		ea.	2, 033	
Nos.	1-10	B & O Car No. 897336 Ten bundles—double harness			1, 500	
Nos. 1001-1005		Five boxes medical supplies		bx.	250	

ARTICLES LISTED IN COLUMN "ORDERED" HAVE BEEN RECEIVED UNLESS OTHERWISE NOTED IN COLUMN "SHIPPED."

... 68-0000

Que

Major, Q.M.C.

Q.M.

(NAME)

(RANK)

(ORGANIZATION)

(f) *Exhibit F.*

VETERINARY HEALTH CERTIFICATE

OFFICE OF THE SURGEON,
FORT SCHOOL, PA.,
December 6, 1939.

I certify that to the best of my knowledge and belief, 22 mules, property of the United States, moved by P. R. R. to Fort Abraham Eustis, Va., are free from communicable disease or contact therewith except as noted in "Remarks."

Status: Good.

Last mallein test: October 3, 1938.

Remarks: Animals have been inspected and are in proper condition for shipment.

Left station 7:00 a. m., December 7, 1939.

V,
1st Lieut., V. O.,
Veterinarian.

OFFICE OF THE QUARTERMASTER

.....Fort School, Pa......
(Place)

MEMORANDUM CONCERNING THE MOVEMENT OF TROOPS

(To be sent to organization by shipping quartermaster when movement is ordered)

1. Freight cars will be placed on siding ..west end of Government spur track.....

Baggage cars will be placed on ..adjacent to freight cars on Government spur track.....

Passenger equipment will be placed on ..east end of Government spur track.....

Organization commanders should mark the cars in chalk with the letters of the organization to which they are assigned. This avoids delay and confusion. Passenger cars will not be marked until after train sections are made up.

2. The kind and weight of all property loaded in each car must be shown. To accomplish this, when organizations take their property with them, a competent noncommissioned officer should be assigned to each car with instructions to make a list of boxes, barrels, crates, bundles, etc., and the weight of each. Separate lists of property should be made for each organization. The number of the car and the initials of the line to which it belongs must be shown on each list. These lists should be collected by the organization commander and brought to this office in ample time to have the bill of lading made out. If time admits, the organization commander should consolidate the lists and make up a shipping invoice in duplicate on Form No. 490 Q. M. C. for his train section. The shipping invoice should contain lists of property of each organization, separately stated, the total weight of the property, the number of vehicles and the number of animals, and must show the number and initials of the car into which the property of each organization or of officers has been loaded. The list or shipping invoice should be complete in every detail, so that the shipping quartermaster can make up his bill of lading without delay. The organization commander must also submit a list giving the names of owners of authorized private horses, the number owned by each, and also the number of horses in excess of the authorized number, if any.

3. All officers and noncommissioned officers shipping household goods must submit to the shipping quartermaster's office at the earliest practicable moment an accurate list or shipping invoice of all property turned over by them for shipment. These lists should be made out on Form No. 490 Q. M. C. and must show the weight put into each car, the car number and initial, and, if for over-sea shipment, the number of cubic feet must be stated. The following papers must be attached in duplicate to the above lists or shipping invoices:

- (1) Certificate of professional books.
- (2) Certificate for authorized private horses.

In case of duty beyond the seas, the following additional certificate in duplicate must also be submitted covering:

- (1) Weight of property going with officer.
- (2) Weight shipped home or to other point for storage.
- (3) Weight left at this post for storage.

Blanks for these certificates can be obtained at this office.

4. Where the organization takes its property with it on the same train or other conveyance, the property is only constructively turned over to the shipping quartermaster. The organization commander supervises and checks the loading of it upon the cars, also supervises and checks the property from the cars at destination. The only duty of the shipping quartermaster is to make up the bill of lading from the data furnished to him on the shipping list or shipping invoices. In order to prevent delay in delivering the bill of lading to the last carrier at destination, it should be handed to the train quartermaster *who should not fail to properly accomplish the bill of lading and deliver it to the railroad agent at the point of destination*, except that where there is an established quartermaster at destination, the bill of lading will be turned over to the latter for accomplishment, together with a statement by the train quartermaster that all property has been received in good condition, or, if there is any shortage or damage, with a statement of articles damaged, cause of damage, and the money value.

5. The following system will greatly simplify the making up of the shipping invoices by the officer and the bill of lading by the quartermaster.

Do not begin to number containers until everything is packed. Then put all the boxes in one place, all barrels in another, etc., and number. All containers of the same kind will then have consecutive numbers. Then make up shipping invoice in the following manner:

Nos. 1 to 60—Sixty boxes company property.....	Wt. 19,989.....	cu. ft. 2200.....
61 to 75—Fifteen crates company property.....	Wt. 2,975.....	cu. ft. 498.....
76 to 80—Five bundles clothing, etc., company property, etc.....	Wt. 490.....	cu. ft. 98.....

16-12641

RAIL TRANSPORTATION

If shipping invoices are made up in this way, it makes much less work for all concerned. The number of cubic feet is necessary only for over-sea shipments.

6. Lockers are classed as CHECKABLE BAGGAGE and are carried FREE. They must be loaded in baggage car or in box car assigned as baggage cars. BAGGAGE should not be loaded in cars with other freight. Checkable baggage not exceeding 150 pounds per passenger is carried free by the railroads, and therefore the weight should *not be included* with weight of other baggage.

7. The organization commander or other officer especially detailed for the purpose, should superintend the loading of the property on the cars to see that it is loaded as compactly as possible, and that the proper record is kept and TURNED OVER TO THE SHIPPING QUARTERMASTER PROMPTLY.

8. Quartermasters and commanding officers of organizations should see that a tag is placed on freight car doors showing what is in the car and to whom it belongs. Example: "Equipment Troop A, 1st Cavalry;" "Forage, Quartermaster, 1st Cavalry."

9. The quartermaster of the entire command should submit a list to the shipping quartermaster giving the following information for each section:

- (1) Number of officers (including medical officers).
- (2) Number of enlisted men (including Hospital Corps and Quartermaster Corps men).
- (3) Number of civilians traveling on Government transportation.
- (4) Number of animals.
- (5) Number of stock attendants.

The number of attendants for animals is placed on the bill of lading and, therefore, should not be included in the number called for on the transportation request. If this is not carefully looked after, the Government will be paying double fares for these attendants.

10. The train quartermaster should verify the number of men on the train without delay. It frequently happens that all the men scheduled for a section do not get on the train, and the quartermaster of the section should, therefore, obtain his tickets so that he can deliver to the conductor the exact number of tickets for the men on the train. For example: Supposing the command consisted of 300 and transportation request had been obtained for that number, the quartermaster of the section should get one railroad ticket calling for 290 men and 10 single tickets. The necessary number of single tickets can be withheld for any men who fail to get on the train.

In case any single tickets are withheld they should be returned promptly to the shipping quartermaster in order that he may forward them to the disbursing quartermaster to be deducted from the amount to be paid on the transportation request.

In case a railroad agent should be placed on the train, it may be possible to make arrangements whereby the transportation request could be held until the quartermaster checks up his train and obtains the exact number of men entitled to transportation. The receipt on the transportation request could then be filled out for the exact number and delivered to the agent.

11. The quartermaster of the train should carefully make a note of the serial number, number of persons, date and name of quartermaster issuing the transportation requests given to him for rail and sleeping-car transportation. In case more men are found on the train than the transportation request called for for whom tickets were obtained, the commanding officer of the train should make out a certificate in this form and deliver it to the conductor of the train for both the excess rail and sleeping-car transportation:

I certify that Tourist sleeping-car accommodations
(Rail or sleeper transportation—state class)
 has been furnished by The Pullman Company
(State initial carrier or sleeping-car company)
 for 4 in addition to the 56 called for
(Enlisted men or officers) (State number)
 on Transportation Request No. 333333, issued by Quartermaster
 for Co. B, 100th Inf. en route from Ft. School, Pennsylvania.
(State command)
 to Ft. Podunk, California per Travel Orders, Adjutant General, 12/21/40
 Date January 5 19. 41

..... John J. Hansen,

..... Captain, Company B, 100th Infantry

..... Commanding.

Copy of certificate should be sent to disbursing quartermaster settling the accounts, or, if his address is not known, to the shipping quartermaster to be forwarded by him.

12. Rates on sleeping-car accommodations are figured to include the time of arrival at destination. If the cars are held beyond a reasonable time for the troops to detrain, there will be an extra charge for the service, and the commanding officer of the section should furnish the sleeping-car conductor in charge a certificate in the following form:

16-12081

QUARTERMASTER CORPS

Ft. Podunk, California, January 9, 1941
(Place)

I certify that my command arrived at this place 7 P.M. o'clock 1/8/41 That I held
the men on the cars for the following reasons: Fort located eight miles from the stations and
was unable to get accommodations for the evening.

That the command detrained at 7 A.M. o'clock January 9, 1941, having occupied the
cars 12 hours minutes after arrival. That the service was necessary and just and is a proper
charge against the United States.

The service was rendered by The Pullman Company in connection with
Transportation Request No. 333333, issued by Captain John Doe,
quartermaster at Ft. School, Pennsylvania

John J. Hansen
Captain, Company B, 100th Infantry.
Commanding.

Copy of the certificate should also be forwarded by the commanding officer to the disbursing
quartermaster settling the accounts.

13. If the movement is made under contract with the railroad company, the train quartermaster
should obtain copy of the contract or sufficient data therefrom to enable him to know what is
required of the railroad en route.

Before leaving the initial point he should make a careful list of all the freight cars in the train,
showing the car number and the initials of the cars. This for use in case any cars should go astray.
Cars should be verified frequently en route.

14. If there is any unusual delay en route, the commanding officer should at once communicate,
by wire, with the division superintendent of the railroad company, advising him of the delay and
requesting prompt action relative to forwarding.

15. In case of movement over sea, the quartermaster of the command will furnish a consolidated
list or shipping invoice of property accompanying the command to the Superintendent, Army
Transport Service at the port of embarkation.

This list must show the number, kind, weight, and cubic measurement of packages, as outlined in
paragraph 5 herein; also the organization or name of officer to whom it belongs.

The property will be only constructively turned over to the quartermaster in charge of trans-
ports, but will be stored on the ships under the supervision of an experienced stevedore under the
direction of the Superintendent, Army Transport Service.

The property will be listed in the ship's manifest under direction of the Superintendent, Army
Transport Service.

16-12081 U. S. GOVERNMENT PRINTING OFFICE

(5) *Solutions.*

(a) *Requirement (a).*

Standard Form No. 1058

Form approved by

COMPTROLLER GENERAL U. S.

AUGUST 24, 1928

UNITED STATES OF AMERICA

No. WQ 130959

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army, Washington, D. C.
(Department or Establishment and Bureau or Service)

SEE REVERSE
HEREOF

QM 1600 P 58-0700 A 0525-0

(Appropriation chargeable)

GOVERNMENT BILL
OF LADING
Original

Office of the Quartermaster, Fort School, Pa.
(Issuing office)

Major Que, Q. M. C., Quartermaster
(Name and title of issuing officer)

Dec. 6, 1939
(Date issued)

RECEIVED FROM Major Que, Q. M. C., Quartermaster
(Consignor)

by the PENNSYLVANIA R. R. the public property hereinafter
(Name of transportation company)

described in apparent good order and condition (contents and value unknown), to
be forwarded subject to conditions stated on the reverse hereof,

from Fort School, Pa. to Fort Abraham Eustis, Va.
(Shipping point) (Destination)

by the said company and connecting lines, there to be delivered in like good order
and condition to Quartermaster Fort Abraham Eustis, Va.
(Consignee)

via P. R. R. Washington, D. C.—C. & O. R. R. (Routing order No. 21733)
(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACK- AGES	NUMBER AND KIND OF PACK- AGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Quartermaster, Ft. Abraham Eustis, Va. For: Co. E, 70th Inf.	1-50	50 boxes----	Fifty boxes----	organization property. 5,000 7,500 300
	51-72	22 crates---	Twenty-two crates.	
	73-75	3 bundles---	Three bundles--	
	Loaded in PRR car 24689—.			12,800
Co. F, 70th Inf.	1-45	45 boxes----	Forty-five boxes	organization property. 4,500 7,300 200
	46-80	35 crates---	Thirty-five crates.	
	81-84	4 bundles---	Four bundles--	
Detachment, 70th Inf.	1-10	10 bundles---	Ten bundles harness-----	1,500
	1001-1005	5 boxes-----	Five boxes med. supplies--	250
	Loaded in B & O car 897336. Military impedimenta			13,750

TM 10-370

175

QUARTERMASTER CORPS

Size car ordered 36 ft. Size car furnished 36 ft. Date furnished 12/6/39

Initials _____ Car No. PRR 24689 and B & O 897336

TARIFF AUTHORITY
(To be filled in by general office rendering account)

Pennsylvania R. R.
(Name of transportation company)

AUTHORITY FOR SHIPMENT
SO 90, Ft. School, Pa., Dec. 2,
1939

Dec. 7, 1939 Per (sgd) John Doe
(Date) (Agent)

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment)

Contract No. _____, or Purchase Order No. _____, dated _____, 19____
(F. O. B. point named in contract) (Issuing officer)

**(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY
FACTS SET OUT IN THIS CERT.)**

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
(Name of transportation company)

at _____ the public property
(Actual point of delivery by carrier)

described in this bill of lading, in apparent good order and condition, except as noted on the reverse hereof. Weight _____ pounds _____
(In words) (In figures)

_____, 19____
(Consignee) (Date)

(b) Requirement (b).

No. WQ 130960

Standard Form No. 1058

Form approved by

COMPTROLLER GENERAL U. S.

AUGUST 24, 1928

UNITED STATES OF AMERICA

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army,
Washington, D. C.

(Department or Establishment and Bureau or Service)

SEE REVERSE
HEREOF

QM 1600 P 58-0700 A 0525-0

(Appropriation chargeable)

GOVERNMENT BILL
OF LADING

Original

Office of the Quartermaster, Fort School, Pa.
(Issuing office)

Major Que, Q. M. C., Quartermaster Dec. 6, 1939

(Name and title of issuing officer)

(Date issued)

RECEIVED FROM

Major Que, Q. M. C., Quartermaster

(Consignor)

by the Pennsylvania R. R. the public property hereinafter described
(Name of transportation company)

in apparent good order and condition (contents and value unknown), to be forwarded subject to conditions stated on the reverse hereof,

from Fort School, Pa. to Fort Abraham Eustis, Va.
(Shipping point) (Destination)by the said company and connecting lines, there to be delivered in like good order and condition to Quartermaster Ft. Abraham Eustis, Va.
(Consignee)via P. R. R., Washington, D. C.—C. & O. R. R. (Routing Order No. 21733)
(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACK- AGES	NUMBER AND KIND OF PACKAGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Quartermaster, Ft. Abraham Eus- tis, Va. For: C. O., Detachment, 70th Inf.	1-3	3 vehicles--	Three wagons, horse-drawn (escort) NOIBN, S. U.	6, 099
	4-5	2 vehicles--	B & O Car 329850—flat Two vehicles, horse- drawn (rolling kitchens, NOIBN, S. U.	6, 000
	6	1 vehicle---	One wagon, horse-drawn (escort) NOIBN, S. U. Reading Car 90356— flat	2, 033
				14, 132

Size car ordered 36 ft. Size car furnished 36 ft. Date furnished 12/6/39
 Initials B & O Car No. 329850 flat and Reading Car No. 90356-flat

TARIFF AUTHORITY (To be filled in by general office rendering account) AUTHORITY FOR SHIPMENT SO 90, Ft. School, Pa., Dec. 2, 1939	<u>Pennsylvania R. R.</u> (Name of transportation company) <u>12/7/39</u> Per (sgd) <u>John Doe</u> (Date) (Agent)
--	--

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment)

Contract No. _____, or Purchase Order No. _____, dated _____, 19--

 (F. O. B. point named in contract)

 (Issuing officer)

(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY
 FACTS SET OUT IN THIS CERT.)

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
 (Name of transportation company)

at _____ the public property described in this bill
 (Actual point of delivery by carrier)

of lading, in apparent good order and condition, except as noted on the reverse hereof. Weight _____ pounds _____

(In words)

(In figures)

 (Consignee)

_____, 19--
 (Date)

No. WQ 130961

(c) Requirement (c).

Standard Form No. 1058

Form approved by

COMPTROLLER GENERAL U. S.

AUGUST 24, 1928

UNITED STATES OF AMERICA

Bill to WAR DEPARTMENT, Finance Officer, U.S. Army,
Washington, D. C.

(Department or Establishment and Bureau or Service)

SEE REVERSE
HEREOF

QM 1600 P 58-0700 A 0525-0

(Appropriation chargeable)

GOVERNMENT BILL
OF LADINGOffice of the Quartermaster, Fort School, Pa.
(Issuing office)

Original

Major Que, Q.M.C., Quartermaster Dec. 7, 1939
(Name and title of issuing officer) (Date issued)

RECEIVED FROM

Major Que, Q.M.C., Quartermaster

(Consignor)

by the Pennsylvania R. R. the public property hereinafter described in
(Name of transportation company)apparent good order and condition (contents and value unknown), to be forwarded
subject to conditions stated on the reverse hereof,from Fort School, Pa. to Fort Abraham Eustis, Va.
(Shipping point) (Destination)by the said company and connecting lines, there to be delivered in like good order
and condition to Quartermaster Fort Abraham Eustis, Va.
(Consignee)via P. R. R. Washington, D. C.—C. & O. R. R. (Routing Order No. 21733)
(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACK- AGES	NUMBER AND KIND OF PACK- AGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or tech- nical names)	WEIGHT
Quartermaster, Ft. Abraham Eustis, Va. For: C. O., Detailed, 70th Inf. Mallein tested Oct. 3, 1938. There is no "Special Service Charge" in connec- tion with this shipment.		22	Mules, draft (U. S. Prop- erty) Car No. Penn. 423786 Transportation required for Pvt. James Smith, R-32987, Co. E, 70th Inf., attendant in charge. The fare of attendant when not carried free under carrier's tariffs to be paid for in connection with settlement of freight charges on this bill of lading.	22, 000

TM 10-370

175

QUARTERMASTER CORPS

Size car ordered 40 ft. Size car furnished 40 ft. Date furnished 12/6/39
Initials PRR Car No. 423786

TARIFF AUTHORITY (To be filled in by general office rendering account)	Pennsylvania R.R. (Name of transportation company)
AUTHORITY FOR SHIPMENT S. O. 90, Ft. School, Pa., Dec. 2, 1939.	12-7-39 Per (Sgd.) John Doe (Date) (Agent)

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment)

Contract No. _____, or Purchase Order No. _____, dated _____, 19__

(F. O. B. point named in contract)

(Issuing officer)

**(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY
FACTS SET OUT IN THIS CERT.)**

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
(Name of transportation company)

at _____ the public property described in this
(Actual point of delivery by carrier)

bill of lading, in apparent good order and condition, except as noted on the reverse hereof. Weight _____ pounds _____

(In words)

(In figures)

_____, 19__
(Consignee) (Date)

(d) Requirement (d).

THE UNITED STATES OF AMERICA
WAR DEPARTMENT—QUARTERMASTER CORPS

Jan. 6, 1940
(Good until)

Bill to Finance Officer, U. S. Army, Washington, D. C.
(Department and Bureau or Service)

Requests the Pennsylvania RR Company to furnish

Maj. James Brown, 70th

Inf. and 206 others at lowest rate the following

(Name of traveler)

from Fort School, Pa. to Fort Abraham Eustis, Va.

via P. R. R., Washington, D. C.—C. & O. R. R.

Form No. _____

Ticket No. _____

(To be filled in by ticket agent)

NOT VALID
unless signed
in writing by
issuing officer

Value (To be inserted by carrier) \$

I certify that transportation has been furnished
as above, except as noted on reverse hereof.

Authorization or object Par. 1, S. O. 90, Fort School, Pa.

Dec. 2, 1939. Change of station (Mil)

Appropriation FD 1401 P 190-0623 A 0410-0 (a)

FD 1401 P 130-0623 A 0410-0 (b)

COM. 6, Enlisted, 201

(a) Enlisted men

(b) Commissioned officers

WQ No. 553299

Transportation		Berths			State-rooms
		Standard		Tourist	
Class	Num-ber of per-sons	Upper	Lower	Upper	Lower
1	207				
(Good in coaches only)					

Fort School, Pa., Dec. 7, 1939

(Place of issue)

Que

(Signature of issuing officer)

Title Major, Q. M. C., Quartermaster

(Place)

(Signature of traveler)

Title

NOTE.—Follow strictly instructions on reverse hereof.

Government Request for Transportation
NOT TRANSFERABLE
Penalty for fraudulent use \$1,000 and imprisonment

(e) Requirement (e).

WAR DEPARTMENT
Q. M. C. FORM NO. 297 (Old Form 189)
Authorized Apr. 24, 1923
Revised Aug. 15, 1925

TRANSPORTATION CERTIFICATE FOR PASSENGER TRAVEL

Part A.—Certificate of officer issuing transportation requests (to be accomplished in quintuplicate):

I HEREBY CERTIFY that the following transportation request(s) were issued by me this date in connection with paragraph No. 1, special or travel order No. 90, issued by Hq. Fort School, Pa., Dec. 2, 1939

T/R No.	TO WHOM ISSUED	FROM—	TO—	* ROUTE; ACCOMMODATIONS
WQ 553299 Cos. "E"	Maj. James Brown, 70th Inf., and 206 others. "F" and Det., 70th Inf.	Ft. School, Pa.	Fort Abraham Eustis, Virginia	PRR to Washington D.C. — C and O RR — day coach, 1st cl.

*(Show in fifth column opposite each transportation request the detailed route, including junctions and initials of carriers, for transportation; and the class and kind of accommodations, such as lower standard berth, upper tourist berth, stateroom, seat, etc., as the case may be, for sleeping and parlor car and steamer accommodations.)

There was collected as excess cost on the above transportation request(s) \$ _____, which was forwarded this date to _____

Signature _____ Que

Dec. 7, 19 39 Ft. School, Pa. Title Major, Q.M.C. QM
(Date.) (Name of post, camp, or station.) (Issuing officer.)

Part B.—Certificate for travel of dependents (to be executed and signed in quintuplicate by person making permanent change of station only in case of application for transportation of his dependents):

I HEREBY CERTIFY that the following-named persons are members of my immediate family, are dependent upon me for support, and are entitled, under the Act of May 18, 1920, as amended, to transportation at public expense on my last order for permanent change of station from _____ to _____, as authorized by paragraph No. _____, special or travel order No. _____, issued by _____

NAME	RELATIONSHIP	DATE OF BIRTH OF EACH CHILD TO BE SHOWN OPPOSITE THE RESPECTIVE RELATIONSHIP

I FURTHER CERTIFY that my last previous permanent change of station was from _____ to _____, Date _____, 19 _____

Signature _____

Date _____, 19 _____

Rank or grade _____

INSTRUCTIONS

Copies of this form when executed will be disposed of by the issuing officer, as follows: Original and duplicate returned to person to whom transportation request is issued, together with travel order and transportation request(s); triplicate attached to tabulation sheet of transportation request; quadruplicate and quintuplicate attached to memorandum copy of transportation request, or the first number of the series if more than one transportation request is issued, and forwarded to the Finance Officer designated to pay the carrier's bill.

U. S. GOVERNMENT PRINTING OFFICE

2-2572

176. Preparation of organization supplies and equipment for shipment.—The work of packing and marking organization equipment is in most cases done by the troops themselves, under competent supervision, the necessary materials being supplied by the station supply officer. Salvage materials should be used before new material is purchased. Instructions as to size of containers and crates are contained in FM 10-5. Explosives and inflammables must be given special consideration. Animal-drawn equipment should always be shipped “knocked down” unless orders are to the contrary. Checkable baggage is carried free within the prescribed limits.

177. Making up train sections.—Train sections of moderate size, capable of making good speed are preferable to long trains of low speed. Under the most favorable conditions a single section of a mixed troop train should not consist of more than 25 cars. The determining factors are: Number of locomotives available; kind and capacity of cars available; character of road bed, curves, and grades; strength of command in personnel, animals, and vehicles; quantity of freight; and the military mission at destination. The size of train section must be left to a great extent to the judgment of the railway officials.

178. Inspections of railway equipment prior to use.—Upon arrival of the railway equipment, both freight and passenger equipment will be inspected and marked by the local transportation officer. The train quartermaster (if one) and the local representative of the railroad company will participate in that inspection.

a. Inspection of passenger equipment.—(1) Car floors free from dirt and in sanitary condition.

(2) Seats clean and free from dust and rips.

(3) No broken windows or doors.

(4) Ventilators in proper order.

(5) Lavatories in working order and properly supplied with water.

(6) Toilets clean and sanitary; flushing apparatus working and sufficient toilet paper.

(7) Water tanks filled and iced and in hot weather extra barrels or G. I. cans of water on platforms.

(8) Lighting fixtures in working order and car properly lighted for night travel.

(9) Platforms and steps of cars safe and secure.

(10) Baggage cars used as kitchen cars to have end doors for free passage to troop cars.

(11) Signal cord and emergency brake cord.

(12) Fire apparatus.

b. Inspection of freight equipment.—(1) Stock cars clean and sanitary; floors sanded; sides and bottoms free from protruding nails or loose boards; and tight floors.

(2) Box cars to have doors which can be closed and sealed.

(3) Other freight equipment suitable and safe for the purpose for which intended.

c. Marking.—Marking will be done in a convenient place with the letter or other designation of the organization to which the particular car is assigned. Passenger cars will be marked on the steps with the letter or designation and also number of men assigned. In the marking of cars to indicate an oversea destination, the departure or name of ship on which the troops are to sail is prohibited.

179. Detail of officers incident to movement.—Under the Articles of War, the term "Commanding officer of troops" includes the commanding officer of a garrison, fort, camp, or other place where troops are on duty. In connection with appointments and details of commanding officers of train sections (troop train commanders), entraining officers, train quartermasters, and mess officers see appropriate references in appendixes II, III, and IV.

180. Loading of cars.—Whenever property is shipped on the train on which the organization to which it belongs is traveling, the property is only constructively turned over to the local transportation officer, and the organization commander or the supply officer, if there is one, will exercise such supervision of the loading and unloading of the property as to insure the checking being properly done and that shipping tickets or loading sheets set forth the weight and description of the property loaded. The local transportation officer is responsible that the loading requirements are observed.

181. Entraining of personnel.—The entraining officers will proceed to a point in advance of the command and as the troops approach will indicate to each organization commander the car or cars assigned to his organization and require the troops to be marched directly aboard the cars, using only one entrance to each car. The men should be instructed as they enter the car to proceed directly to their seats so as not to block the aisle.

182. Bills of lading and transportation requests.—*a. Transportation requests.*—Upon receipt of the list showing make-up of train sections the local transportation officer will prepare the transportation requests for each train section, one for the rail transporta-

tion and the other for the sleeping-car accommodations, and will deliver both to the train quartermaster of that section. Attendants for animals, if any, must not be included in either transportation request, but transportation for them will be procured by means of a notation on the bill of lading covering the transportation of animals.

b. Bills of lading.—Upon receipt of the shipping ticket or loading sheet covering the organization property loaded as freight, the local transportation officer will prepare the required number of bills of lading and deliver same to the train quartermaster for delivery to the quartermaster at point of detraining. If there is no established quartermaster at point of detraining, the original bill of lading will be accomplished by the train quartermaster and delivered to the agent of the carrier at destination.

c. Baggage.—One hundred fifty pounds of personal baggage per passenger is checked in baggage cars under supervision of organization commanders or supply officers, and check list prepared for purposes of record.

183. Detraining.—*a. Inspection.*—Upon detraining, the troop train commander, with the train and Pullman conductors, will inspect the railway equipment which has been vacated with the object of determining whether any railway property has been damaged or unlawfully removed and will report the results of this inspection in writing to the commanding officer to whom he reports or to whom he turns over the troops that have been under his command during the journey. When there is no damage or unlawful removal of property, the report will affirmatively so state. If, on the contrary, damage or loss to railroad property has occurred, the report will set forth in list form the value, the responsibility for the damage or unlawful removal, and names of all known witnesses. The signatures of both train and Pullman conductors will be obtained thereon. In case of disagreement, separate reports are necessary, the conductors' reports to serve as enclosures to the basic report of the train commander.

b. Detraining of troops.—Train schedules are, whenever practicable, arranged so as to provide for arrival at destination during daylight. Troops should be notified of the hour of arrival in ample time to enable them to be prepared to detrain promptly. The instructions of the local commanding officer of troops will be communicated to the troop train commander by a staff officer sent to meet the incoming train, who will also assist the arriving troops in becoming oriented. The officers and the guard will detrain first. After detraining, the troops will be formed and marched to camp, upon completion of inspection outlined in *a* above, leaving suitable

details to unload and bring up the organization baggage and property. If, however, the camp or post is distant from the detraining point, arms may be stacked and the unloading effected by the entire command. The personnel which served as checkers at entraining point should, if practicable, be assigned to the same duty in unloading.

c. Emergency detrainments.—It is sometimes necessary for tactical reasons to unload at places where no permanent facilities therefor exist. In such cases portable ramps if available will be used for unloading animals; if not available, ramps must be improvised, using railroad ties, timbers, baled hay, car doors, and turf. The train should be spotted in a low cut if one is in the vicinity.

CHAPTER 13

TRANSPORTATION OF ANIMALS

	Paragraphs
SECTION I. Regulations governing-----	184-185
II. Special considerations-----	186-187
III. Records and reports-----	188-189

SECTION I

REGULATIONS GOVERNING

	Paragraph
References-----	184
Details-----	185

184. References.—AR 30-935, AR 30-965, AR 40-2035, and AR 40-2270 are equally applicable when animals accompany troop movements and when they are shipped separately.

185. Details.—See appendix IV.

SECTION II

SPECIAL CONSIDERATIONS

	Paragraph
Troop movements-----	186
Shipment of animals-----	187

186. Troop movements.—See chapter 12.

187. Shipment of animals.—*a. Sanitary requirement.*—For State sanitary requirements, see paragraph 2, AR 30-965. The requirements of the various States are in the interest of the general public and should be observed on shipments of horses and mules for the Army into various States under normal conditions. In time of war or other public emergency, authority of the War Department should be obtained for waiving these requirements. The inspection necessary should be made before shipment by a veterinary officer and copy of certificate should be furnished the attendant accompanying the animals. The original certificate should be mailed with the original bill of lading to the consignee.

b. Disinfection of cars.—The necessary and usual cleaning and disinfecting of cars for stock must be done by carrier without expense to the Government. Additional disinfection when declared necessary may be accomplished by spraying cars with chloride of lime, 2 percent solution, or creolin solution, 6 cc. (4 tablespoonfuls) in a bucket of water; or cars may be cleaned thoroughly and white-washed with freshly prepared solution.

c. Inspection of cars.—Before loading, examine cars carefully to see that the floor boards are not rotten or broken, that the sides are secure, and that there are no projecting nails or splinters. The cars should be clean and the floor covered with sand or sawdust. The man in charge should be provided with a lantern, or flashlight, bucket, and hatchet. Where the boards on side of car are not close together an animal is liable to get his hoof between the boards and when other means fail to disengage it a hatchet is useful in cutting away a part of the board. When cars contain hay racks and water troughs, see that they are in good condition. In shipments of less-than-carload lots a barrel of water, with a block of wood to prevent splashing, should be supplied.

d. Loading.—(1) Animals can be conveniently loaded through chutes of stockyards or from freight platforms level with the car doors. In other cases portable or improvised ramps will have to be used. The loading should proceed without noise or confusion, the animal being led quietly to the car door and turned over to the four men, two on each end, who do the loading. Gentle animals should be placed opposite doors and are therefore loaded last.

(2) The ordinary method of loading animals is to use the railroad platform or the loading ramp found at railroad stations; if necessary, make a ramp, well supported and with strong sides. In the field much time and labor may be saved by carrying material for ramps on the flat cars with the wagons. Lead the animals by halters and straps up the ramp in single file and into the car, and take off the halter straps. The first animal should be led to one end of the car and the second animal to the other end, etc., leaving the center of the car for the last animal loaded. Arrange the animals so that the alternate ones face in same direction. Teams of mules should be loaded and should stand in cars as they are driven together in the team. Tags with number placed on mules will facilitate quick identification. Horses used to service together should be loaded together into cars. Do the loading quietly and have the animals follow one another promptly, so as to avoid delay, and keep the animals moving, otherwise they may be disposed to balk. In some cases it may be necessary to blindfold an animal before he can be led into the car. An obstinate animal can be made to enter by holding its head up, twisting its tail, and pushing it by main force into the car. A rope or strap passed in rear of the haunches and drawn forward by a man at each end is often effective in urging an animal on the ramp. Before loading, see that door on farther side of car

is closed and fastened, and after loading is complete, fasten the second door.

(3) Except in hot weather, pack as many animals in the car as you can, as they will ride better than if loosely packed. If an animal happens to fall down in the car it will be almost impossible to get it up, and the probabilities are it will be trampled to death. For this reason load sick or injured animals by themselves and build separate stalls for each animal, if practicable, unless palace cars are furnished.

(4) For protection of animals in severe weather, one side of ordinary stock cars, and also both ends, if not solid, should be closed with heavy paper or slats fastened on the outside of the cars to avoid projecting nails if torn off.

e. Precautionary measures.—On account of damages from fire, no straw should be carried in stock cars. A small amount of hay may be scattered on either side of car just before loading when deemed necessary. Smoking is prohibited in cars loaded with animals or forage.

f. Forage en route.—(1) *Less-than-carload shipments.*—In less-than-carload shipments of animals, whenever there is room for forage in the car, the necessary forage for the entire journey will be furnished by the Quartermaster Corps and should be loaded in the car at the initial point of shipment.

(2) *One or more carloads.*—In shipments of one or more carloads of animals or in less-than-carload shipments whenever there is no room for forage in the car, forage will not be furnished by the Quartermaster Corps, but will be supplied by the carrier at their regular feeding points, except when the animals are accompanying troops, in which case the necessary forage will be carried in boxcars attached to the train.

Kind of ration	Gross weight (pounds)	Number rations that can be loaded in standard boxcar
Oats:		
Horse.....	12	3, 333
Mule.....	9	4, 444
Hay:		
Horse.....	14	1, 571
Mule.....	14	1, 571
Barley:		
Horse.....	12	3, 333
Mule.....	9	4, 444
Corn:		
Horse.....	12	3, 333
Mule.....	9	4, 344
Bran:		
Horse.....	12	2, 500
Mule.....	9	3, 333

g. Rest and feeding en route—statutory provisions (28-hour law).—* * * no railroad, express company, car company, common carrier other than by water, or the receiver, trustee, or lessee of any of them, whose road forms any part of a line of road over which cattle, sheep, swine, or other animals shall be conveyed from one State or Territory or the District of Columbia into or through another State or Territory or the District of Columbia, or the owners or masters of steam, sailing, or other vessels carrying or transporting cattle, sheep, swine, or other animals from one State or Territory or the District of Columbia into or through another State or Territory or the District of Columbia, shall confine the same in cars, boats, or vessels of any description for a period longer than twenty-eight consecutive hours without unloading the same in a humane manner, into properly equipped pens for rest, water, and feeding, for a period of at least five consecutive hours, unless prevented by storm or by other accidental or unavoidable causes which cannot be anticipated or avoided by the exercise of due diligence and foresight: *Provided*, That upon the written request of the owner or person in custody of that particular shipment, which written request shall be separate and apart from any printed bill of lading, or other railroad form, the time of confinement may be extended to thirty-six hours. In estimating such confinement, the time consumed in loading and unloading shall not be considered, but the time during which the animals have been confined without such rest or food or water on connecting roads shall be included, it being the intent of this Act to prohibit their continuous confinement beyond the period of twenty-eight hours, except upon the contingencies hereinbefore stated: *Provided*, That it shall not be required that sheep be unloaded in the nighttime, but where the time expires in the nighttime in case of sheep the same may continue in transit to a suitable place for unloading, subject to the aforesaid limitation of thirty-six hours.

SEC. 2. * * * animals so unloaded shall be properly fed and watered during such rest either by the owner or persons having custody thereof, or in case of his default in so doing, then by the railroad, express company, car company, common carrier other than by water, or the receiver, trustee, or lessee of any of them, or by the owners or masters of boats or vessels transporting the same, at the reasonable expense of the owner or person in custody thereof, and such railroad, express company, car company, common carrier other than by water, receiver, trustee, or lessee of any of them, owners or masters, shall in such case have a lien upon such animals for food, care,

and custody furnished, collectible at their destination in the same manner as the transportation charges are collected, and shall not be liable for any detention of such animals, when such detention is of reasonable duration, to enable compliance with section one of this Act; but nothing in this section shall be construed to prevent the owner or shipper of animals from furnishing food therefor, if he so desires.

SEC. 3. * * * who knowingly and willfully fails to comply * * * shall for every such failure be liable for and forfeit and pay a penalty of not less than one hundred nor more than five hundred dollars: *Provided*, That when animals are carried in cars, boats, or other vessels in which they can and do have proper food, water, space, and opportunity to rest the provisions in regard to their being unloaded shall not apply.

SEC. 4. * * * the penalty * * * shall be recovered by civil action in the name of the United States in the circuit or district court holden within the district where the violation may have been committed * * * and it shall be the duty of United States attorneys to prosecute * * *. *Act June 29, 1906 (34 Stat. 607; 45 U. S. C. 71-74).*

* * * the Secretary of Agriculture is hereby authorized to examine all vessels which are to carry export cattle from the ports of the United States to foreign countries, and to prescribe by rules and regulations or orders, the accommodations which said vessels shall provide for export cattle, as to space, ventilation, fittings, food and water supply and such other requirements as he may decide to be necessary * * *. *Act March 3, 1891 (26 Stat. 833; 45 U. S. C. 75).*

h. Routes.—In selecting routes for the shipment of animals, special consideration should be given to feeding, watering, and resting facilities en route. The routing chosen should be via lines which maintain feeding stations of sufficient capacity to accommodate the number of animals in the shipment at such intervals as will enable the animals to be fed and watered not later than 20 hours from the time the last loading started. Prior to shipment, the feeding and watering facilities along the lines over which the shipment is to be made must be fully investigated and the consignor assured by the carriers that the animals can be properly cared for en route. A single shipment should not exceed 30 cars, as there are few rest stations where more than 30 carloads of animals can be unloaded at one time.

i. Arms Palace Cars.—The service rates on Arms Palace Cars are almost double those of ordinary stock cars. For that reason Arms Palace Cars will be used chiefly for the shipment of—

(1) Newly purchased animals.

(2) Other animals, when the journey is long and the distance between feed and rest stations is such that feeding and watering at the prescribed intervals are not practicable. (Par. 7, AR 30-965.)

j. Miscellaneous.—(1) Animals should preferably be barefoot when shipped.

(2) Except when required for active service immediately upon arrival, they should never be shod behind or with calks.

(3) For attendants authorized per shipment see paragraph 17, AR 30-965.

SECTION III

RECORDS AND REPORTS

	Paragraph
General	188
Private mounts.....	189

188. General.—See model forms in paragraph 23, AR 30-965.

189. Private mounts.—See facsimile of W. D., Q. M. C. Form No. 197 (old No. 470).

WAR DEPARTMENT
Q. M. C. Form No. 187 (Old No. 470)
Authorized Dec. 14, 1914
Revised May 20, 1926

CERTIFICATE FOR AUTHORIZED PRIVATE MOUNTS

I CERTIFY that the Private Mount (Name) horse turned over by me to the quartermaster at Washington Quartermaster Depot, for shipment to my new station (Name) is my authorized private mount, for which I am legally entitled to forage, and that said horse (Name) is owned by me and intended to be used by me at my new station in the public service, and is a suitable mount. Certificate of inspection and suitability attached. (See A.R. 605-135 par. 3.)

Last order for change of station Par. 25 S.O. 162 W.D. 6/12/40, 19 ,
relieves me from duty at Washington, D.C. and assigns me
to duty at Fort Sill, Oklahoma. per certified copy attached.

John Doe

Capt., Q.M.C.

Attached to B/L No. _____, _____, _____ 19____
(Place) (Date)

INSTRUCTIONS.—This certificate, in duplicate, will accompany each shipment of officers' authorized private mounts.

The original of this certificate, with certified copy of officer's order, will be attached to the memorandum bill of lading and mailed to the officer charged with the settlement of the account for transportation, and the duplicate retained in the files of the shipping quartermaster.

16-12369

U. S. GOVERNMENT PRINTING OFFICE

CHAPTER 14

TRANSPORTATION OF IMPEDIMENTA

	Paragraphs
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II. Special considerations.....	193-198
III. Explosives and other dangerous articles.....	199-200
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SECTION I

GENERAL

	Paragraph
Definition of military impedimenta.....	190
References	191
Procedure in shipping.....	192

190. **Definition of military impedimenta.**—See paragraph 58.
191. **References.**—AR 30-950, AR 30-955, and chapter 12.
192. **Procedure in shipping.**—See chapter 12, this manual, and section III, AR 30-955.

SECTION II

SPECIAL CONSIDERATIONS

	Paragraph
Car space requirements.....	193
Motor vehicles, including tanks and tractors.....	194
Ordnance general supply.....	195
Ammunition	196
Quartermaster equipment.....	197
Other items.....	198

193. **Car space requirements.**—*a. Estimating.*—See AR 30-935; appendix II, FM 9-5; and FM 10-5.

b. Railway.—The following space requirements are used as a basis for computing car requirements for movement by rail. The length of flatcars is assumed to be 40 feet.

Item	Space requirements
$\frac{1}{4}$ flatcar:	<i>Inches</i>
Motorcycle with side car.....	80
Reel, battery, 4-horse.....	80
Trailer, 2-wheel, $\frac{3}{4}$ -ton (empty).....	80
$\frac{1}{4}$ flatcar:	
Gun, antitank.....	120
Tractor, light.....	108
Trailer, 2-wheel, $\frac{3}{4}$ -ton (loaded).....	112
$\frac{1}{8}$ flatcar:	
Caisson and limber, 75-mm gun or howitzer.....	160
Cart and reel, artillery, 6-horse.....	160
Gun:	
37-mm, AA.....	183
75-mm, with or without limber.....	160
Shovel, gasoline, motorized, $7\frac{1}{2}$ -ton.....	136
Tractor, medium.....	128
Trailer, water, 250-gallon.....	128
Wagon, mountain, 4-horse.....	146
$\frac{1}{2}$ flatcar:	
Ambulance, field, motor.....	225
Car:	
Combat.....	174
Light, passenger.....	188
Medium, passenger.....	208
Scout.....	201
Compressor, air, motorized, $1\frac{1}{2}$ -ton.....	225
Gun, 155-mm.....	185
Howitzer, 155-mm.....	240
Locator, sound.....	210
Shovel, gasoline, motorized, 15-ton.....	225
Tank:	
Light.....	174
Medium.....	216
Tractor, heavy.....	170
Trailer:	
Command post, 2-wheel.....	240
Cargo, 4-wheel.....	204
Truck:	
Artillery repair.....	190
Automotive repair.....	240
Communication, $1\frac{1}{2}$ -ton.....	220
Cargo, $1\frac{1}{2}$ -ton.....	220
Cargo, $2\frac{1}{2}$ -ton.....	234
Dump, $1\frac{1}{2}$ -ton.....	220
Emergency repair.....	190
Kitchen, $1\frac{1}{2}$ -ton.....	220
Machine shop.....	240
Panel delivery.....	220
Pick-up, $\frac{1}{2}$ -ton.....	191
Pick-up, $1\frac{1}{2}$ -ton.....	220
Reconnaissance, 8-passenger.....	195
Reconnaissance, 12-passenger.....	224
Small-arms repair.....	240
Spare parts.....	240
Tank, 500-gallon.....	240
Tool and bench.....	240
Welding.....	240

Item	Space require- ments
½ flatcar:	<i>Inches</i>
Grader, road, motorized, 7½-ton	272
Gun, 3-inch, AA	258
Howitzer, 240-mm (for each of the four loads)	320
Searchlight, 60-inch, mobile	263
Truck:	
1½-ton, 15-foot special body	260
4-ton, cargo	244
5-ton, cargo-dump	275
5-ton, wrecking	344
7½-ton, prime mover	284
Water purification unit	258
1 coach	<i>Men</i>
1 boxcar (modified)	30
	36
1 stock car or boxcar (modified)	<i>Animals</i>
	20

194. **Motor vehicles, including tanks and tractors.**—See section III, AR 30-955; chapter 6, FM 25-10; and FM 101-10.

195. **Ordnance general supply.**—See appendix II, FM 9-5.

196. **Ammunition.**—See appendix II, FM 9-5, and section IV, chapter 16, this manual.

197. **Quartermaster equipment.**—See FM 10-5.

198. **Other items.**—See data compiled by procuring arms or services. For perishables in refrigerator cars, see TM 10-250.

SECTION III

EXPLOSIVES AND OTHER DANGEROUS ARTICLES

Regulations	Paragraph 199
Statutory provisions (with troops)	200

199. **Regulations.**—See section IV, chapter 16.

200. **Statutory provisions (with troops).**—* * * *And provided further,* That nothing in this section shall be construed to prevent the transportation of military or naval forces with their accompanying munitions of war on passenger-equipment vessels, cars, or vehicles. * * * *Sec. 232, act of March 4, 1909 (35 Stat. 1135), as amended by act of March 4, 1921 (41 Stat. 1444, 18 U. S. C. 382).* The section cited prohibits the transportation of high explosives on cars or vessels carrying passengers for hire.

SECTION IV

LOADING MOTOR VEHICLES

References	Paragraph 201
Illustrations.....	202

201. References.—Chapter 6, FM 25-10; FM 7-5; and chapter 4, FM 25-5.

202. Illustrations.—For details as to loading, construction of ramps and method of securing vehicles on flatcars, see figures 3, 4, 5, and 6. Removal of brake columns and wheels is done by railroad employees and not by military personnel. Long straight spur track and end ramp for loading vehicles insure inversion of train en route so unloading can be performed in similar manner.

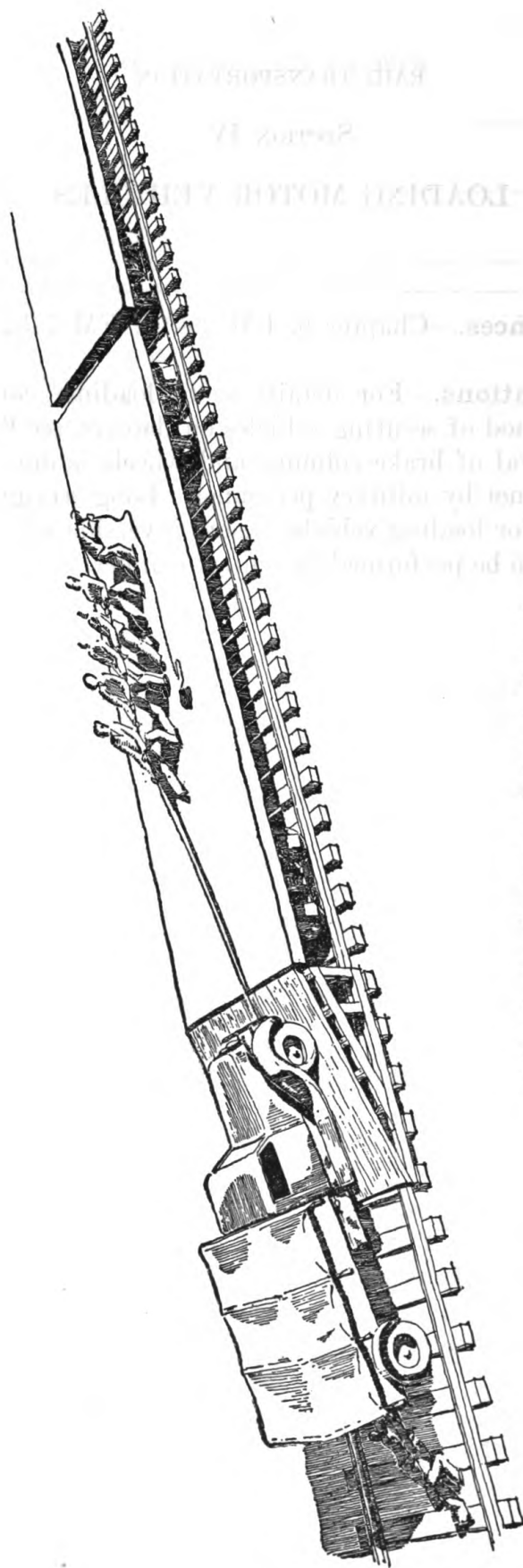


FIGURE 3.—Loading motor vehicle onto flatcar (manpower).

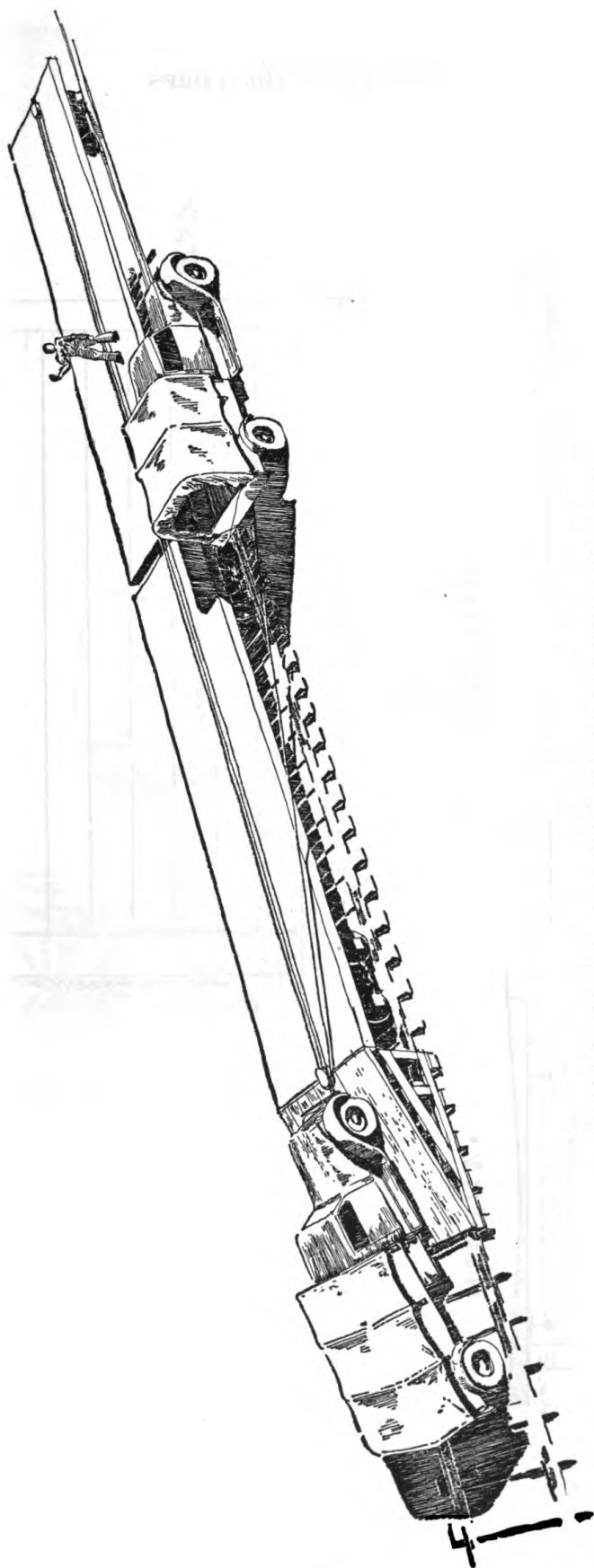


FIGURE 4.—Loading motor vehicle onto flatcar (using towing vehicle).

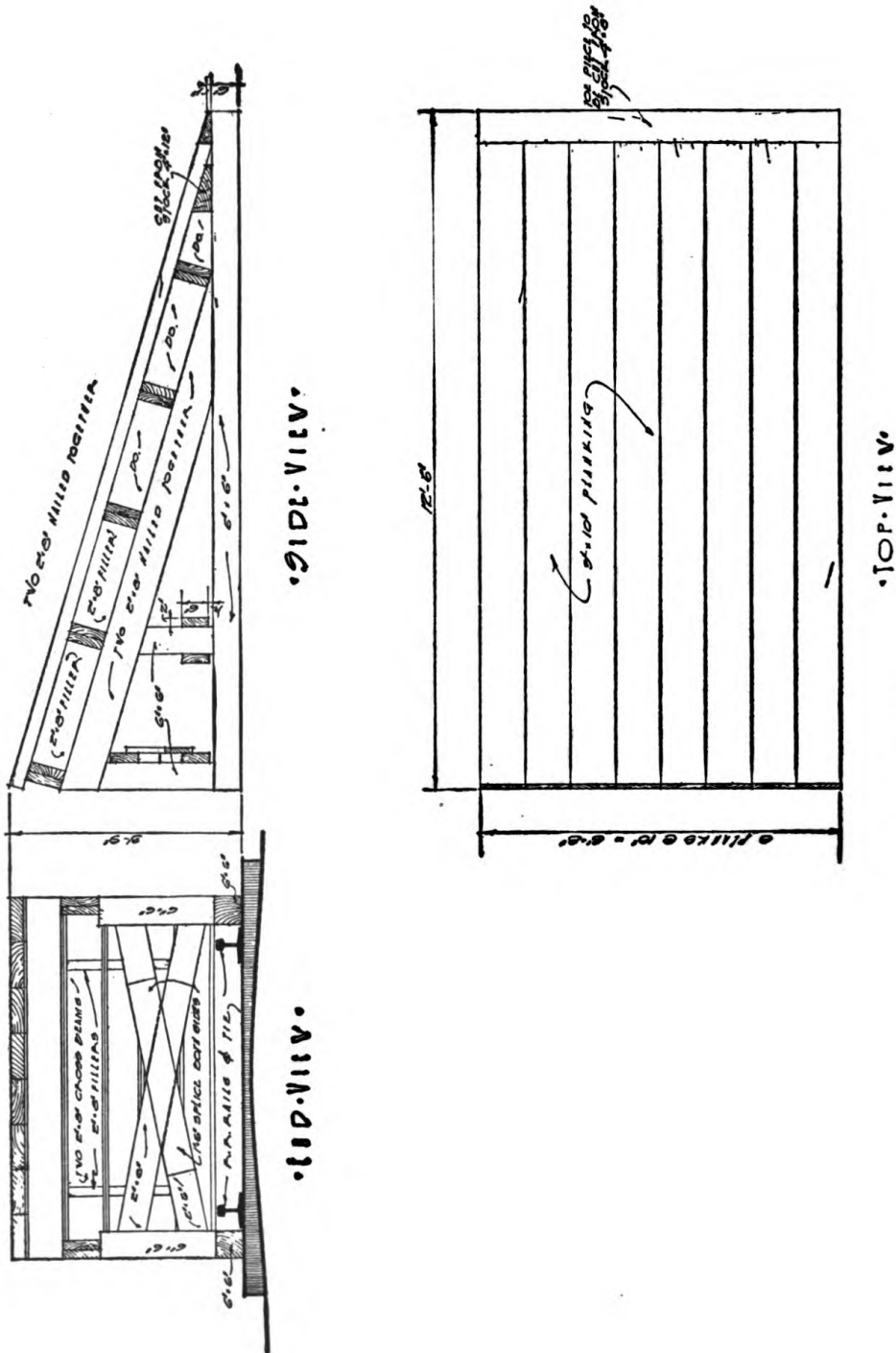


FIGURE 5.—Vehicle loading ramp.

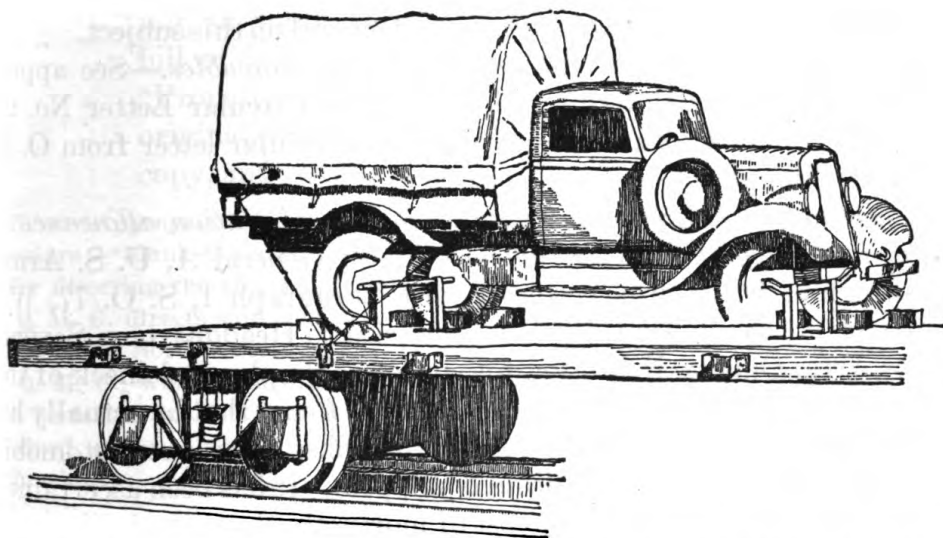


FIGURE 6.—Blocking and securing vehicle on freight car (phantom and cutaway view).

CHAPTER 15

TRANSPORTATION OF AUTHORIZED BAGGAGE

	Paragraph
General	263
Commercial van movements.....	204
Rail transportation.....	205

203. General.—*a. References.*—AR 30-960 and appendix IV.

b. Control.—See section V, chapter 6.

c. Quantity authorized.—(1) *In time of peace.*—See AR 30-960.

(2) *In time of war.*—See section V, chapter 6, and current field allowances.

204. Commercial van movements.—See AR 30-960 and current circular letters from The Quartermaster General on this subject.

205. Rail transportation.—*a. Emigrant movables.*—See appendix II for definition of this term. See also Circular Letter No. 22, O. Q. M. G., March 21, 1935, or subsequent circular letter from O. Q. M. G. on this subject.

b. Method of shipping permanent change of station allowance of authorized baggage.—(1) *Problem.*—Major General A, U. S. Army, Washington, D. C., in accordance with paragraph 1, S. O. 77, War Department, December 1, 1939, will proceed to Headquarters, Seventh Corps Area, Omaha, Nebraska, for station. By physical check of this officer's property which is to be shipped, it is found that he actually has 15,000 pounds, including professional books, plus one automobile (weight 4,200 lbs.) which he desired shipped. It has been ascertained, also, by actual inquiry that the cost of moving his baggage by commercial motor vans would exceed the cost by rail to the extent of \$75.00, and that this method of transportation would not be employed, unless so desired by the officer, in which case a statement in writing from him guaranteeing the excess cost must be obtained (par. 18, AR 30-960).

(2) *Solution.*—(a) *Steps.*

1. *First step.*—Obtain W. D., Q. M. C. Form No. 434 (Shipping Ticket), listing the packages to be shipped (par. 27, AR 30-960). (Exhibit A, (3) below.)

2. *Second step.*—Issue W. D., Q. M. C. Form No. 209 (Request for Routing), since the entire shipment, by volume, will aggregate 2 maximum carloads (par. 21a, AR 30-960). (Exhibit B.)

3. *Third step.*—Obtain W. D., Q. M. C. Form No. 219 (Certificate of Personal Property Shipped) from owner (par. 28, AR 30-960). (Exhibit C.)

4. *Fourth step.*—Prepare Standard Form No. 1058 (Government Bill of Lading) (Exhibit D); four copies of Standard Form No. 1058a (Memorandum Bill of Lading); and Standard Form No. 1059 (Shipping Order), in one operation. One memorandum copy is stamped "Property Received Copy," one is stamped "Property Shipped Copy," and one is unstamped. One memorandum copy is prepared in accordance with paragraph 14*ad*, AR 30-950.
5. *Fifth step.*—Property having been properly crated and marked "The Quartermaster, Seventh Corps Area, Fort Omaha, Nebraska, for Major General A," is then turned over to the carrier's agent, that is, the agent of the Pennsylvania Railroad, together with the original bill of lading, shipping order, and two copies of the memorandum bill of lading—the unstamped copy and the one stamped "Property Shipped Copy." The carrier's agent signs the original, the "Property Shipped Copy," and the unstamped copy, and retains the shipped order.

NOTE.—Appropriation chargeable is taken from War Department numbered circulars; "blanket procurement" is also quoted on War Department special order directing the change of station. Routing obtained in the meantime from O. Q. M. G. directs shipment over the Pennsylvania Railroad to Chicago and the Chicago and Northwestern to Fort Omaha. In this connection, see Circular No. 2, O. Q. M. G., which states that bills of lading for all carload freight shipments will be issued to Fort Omaha, Nebraska. Mail all bills of lading and property received copies thereof to the Quartermaster, Seventh Corps Area, Omaha, Nebraska.

(b) *Disposition of papers.*

1. *Original bill of lading.*—After the signature of carrier is obtained, this form is mailed to Quartermaster, Seventh Corps Area, Omaha, Nebraska.
2. *Unstamped memorandum copy.*—With the estimated cost of carrying charges, together with copy of paragraph 1, S. O. 77, W. D. C. S., and original copy of W. D., Q. M. C. Form No. 219, this copy is mailed to the Finance Officer, U. S. Army, Accounts Division, Transportation Branch, Washington, D. C. (par. 28*b*, AR 30-960).
3. *Property shipped copy.*—Retained by shipping quartermaster.
4. *Property received copy.*—This copy is mailed immediately after preparation to the consignee in an envelope separate from that in which the original bill of lading is mailed. This copy is not signed. Separate envelopes must be used

to obviate the possibility of both papers being lost in mails en route to consignee.

5. *Owner's copy*.—Returned to owner with notation made on it in accordance with paragraph 14*ad*, AR 30-905.

(c) *Monthly reports*.—See paragraph 17, AR 30-905.

(3) *Exhibits*.

(a) *Exhibit A*.

WAR DEPARTMENT
Q. M. C. Form No. 484
Revised Jan. 1, 1935

SHIPPING TICKET

CONSIGNOR'S Vou. No. 1
CONSIGNEE'S Vou. No. 1
NUMBER OF SHEETS 1

CONSIGNOR: Major General A, U.S.A.

DATE SHIPPED OR DELIVERED December 4, 1939

SHIP TO— Quartermaster, 7th Corps Area, Fort Omaha, Nebraska. For Maj. Gen. A, U.S.A.	AUTHORITY OR REQ. NO.
	Par. 1, S.O. 77, W.D., Dec. 1, 1939
	TRANSPORTATION COST OF \$ _____ CHARGEABLE TO P/A No. _____

QUANTITY		STOCK No.	ARTICLE	UNIT	UNIT COST	CHECKED Weight
ORDERED	SHIPPED					
	13	Boxes 1-15,	Professional books			1,700 lbs.
	60	Boxes 16-75,	Household goods			9,000 lbs.
	25	Crates 76-100,	Household goods			2,700 lbs.
	10	Barrels 101-110,	Household goods			1,600 lbs.
						<u>15,000 lbs.</u>
	1	111, Automobile, Lincoln Sedan Engine No. LJ 30-115 Chassis No. LJ 30-1734				4,200 lbs.
See paragraph 27, AR 30-960						
<u>Distribution:</u>						
(1) Original will be receipted by the Q.M. and returned to owner.						
(2) Duplicate copy will be forwarded with the "Property Received Copy" of bill of lading at the time the shipment is made.						
(3) The triplicate copy will be filed with the "Property Shipped Copy" of bill of lading.						
(4) When the property is stored instead of shipped, the two copies of the shipping ticket will be preserved carefully for future use, as required by (2) and (3), above.						

ARTICLES LISTED IN COLUMN "ORDERED" HAVE BEEN RECEIVED UNLESS OTHERWISE NOTED IN COLUMN "SHIPPED."

*** 20-1000

Q.M.
(NAME)

Major, Q.M.C.
(RANK)

Q.M.S.O.
(ORGANIZATION)

RAIL TRANSPORTATION

(b) *Exhibit B.*

Q.M.C. Form No. 200
WAR DEPARTMENT
Approved March 14, 1934

REQUEST FOR ROUTING

Quartermaster Supply Officer,
Place Washington General Depot, Date December 4, 1939
Washington, D. C.

To THE QUARTERMASTER GENERAL:

Routing is requested for the following shipment, moving at Government expense:

- (a) Name and address of shipper Major General A.
- (b) Origin (actual shipping point) Fort Myer, Va. (Rosslyn, Va.)
- (c) Carriers serving plant at origin Pennsylvania R.R.
- (d) Consignee Q.M., 7th Corps Area (e) Destination Ft. Omaha, Nebraska
- (f) Terminal carrier delivery required or most convenient
- (g) Commodity (describe by classification nomenclature) Household goods and professional books - 15,000 lbs. - private automobile, 4,200 lbs.
- (h) Total weight in pounds 19,200 Number of carloads Two
(Show individual weights of packages exceeding 5,000 lb. each)
- (i) Total measurements in cubic feet (for overseas shipments only)
(Show individual measurements of packages exceeding 200 cu. ft. each)
- (j) How packed for shipment (state whether S.U., K.D., partly K.D., or flat; on skids, loose, or in bulk; and the kind of containers, as in boxes, crates, bags, or bales)
Boxes, barrels, and crates - automobile, S.O., uncrated.
- (k) Shipping date 12/4/39 (l) Date required at destination Early as practicable
- (Signature) Que (Title) Major, Q.M.C., 2MSO

QM. 533-001-T-CT

1st IND.

War Department, O.Q.M.G., Traffic Manager, Washington, D.C.

Route order no., WQ 8210
Dec. 4, 1939

To: Q.M.S.O., Washington General Depot, Washington, D.C.

Route above shipment via Pennsylvania R.R. - Chicago, Ill.
Chicago and Northwestern R.R. - Omaha, Nebraska.

25 percent variation in number of carloads permitted, but report variation to this office.

Rate: 1.23 on H.H. goods For The Quartermaster General: (signed) D,
2.19 on automobile Major, Q.M.C.,
Assistant.

(c) *Exhibit C.*

WAR DEPARTMENT
Q. M. C. Form No. 219 (old No. 468)
Authorized Nov. 10, 1915
Rev. July 15, 1939

CERTIFICATE OF PERSONAL PROPERTY SHIPPED

I CERTIFY that the following shipments (including present shipment) have been or are intended to be made by me at public expense on Permanent change of station, and that said goods are household or personal effects or automobile belonging to me; that they were acquired prior to the effective date of my last order for change of station; that they are not intended, directly or indirectly, for any other person or persons, or for sale; that packages numbered 1 to 15, both inclusive, contain professional books and papers, the total weights of which are stated below; and that they are necessary in the performance of my official duties.

Last order for change of station Par. 1, S.O. 77, W.D., Dec. 1, 1939, relieves me from duty at Washington, D.C., on (date of relief) Hq., 7th C.A., Omaha, Nebr. and assigns me to duty at _____ per certified copy attached.

		REMARKS
(1)	<u>1,700</u> lbs. prof. books	To be shipped c/o Q.M. 7th Corps Area, Omaha, Nebr.
	<u>13,300</u> lbs. other baggage	
	<u>4,200</u> lbs. automobile (actual weight) _____ lbs. (shipping weight)	
(2)	_____ lbs. prof. books	B/L No. _____
	_____ lbs. other baggage	Date _____
	_____ lbs. automobile (actual weight) _____ lbs. (shipping weight)	
(3)	_____ lbs. prof. books	B/L No. _____
	_____ lbs. other baggage	Date _____
	_____ lbs. automobile (actual weight) _____ lbs. (shipping weight)	

If the shipment of my personal property on this change of station, whether it be shipped now or later, is in the aggregate in excess of the present prescribed allowance therefor, and/or includes an automobile, and/or is made upon my written request in any way so as to involve additional expense, I hereby agree, as a condition precedent to such shipment, that, upon receipt of a statement showing the excess cost as determined by the finance officer paying the carrier's transportation account, I will either remit an amount sufficient to cover such cost, or permit the application of so much of my pay as may be necessary to cover such cost. It is understood that this agreement will not prejudice my right of appeal to the Comptroller General and the courts for adjudication after such payment or deduction has been made in case I feel that the amount thereof has not been properly determined.

December 4, 1939

"A"

(Name)

Major General, U.S.A.

(Title on pay roll)

Attached to B/L No. WQ 111331, Wash. Q.M. Depot, Wash., D.C. Dec. 4, 1939

(Place)

(Date)

INSTRUCTION.—This certificate, in triplicate, with two certified copies of officer's order, will accompany each request for shipment of baggage and/or automobile on change of station, of an officer, warrant officer, member of the Army Nurse Corps, noncommissioned officer, or civilian clerk. Enter shipment requested on line (1); other shipments already made on lines (2) and (3); and indicate under "Remarks" serial number and date of bills of lading covering shipments already made. The original of this certificate, with certified copy of officer's order, will be attached to the memorandum bill of lading and mailed to the officer charged with the settlement of the account for transportation, and the duplicate retained in the files of the shipping quartermaster.

U. S. GOVERNMENT PRINTING OFFICE

16-10808

(d) *Exhibit D.*

Standard Form No. 1058
Form approved by
COMPTROLLER GENERAL U. S.
AUGUST 24, 1928

UNITED STATES OF AMERICA No. WQ 111331

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army,
Transportation Branch

(Department or establishment and bureau or service)

SEE REVERSE
HEREOF

QM 1600 P 61-0700 A 0525-0 (Par. 19, AR 30-950)

(Appropriation chargeable)

GOVERNMENT BILL
OF LADING

Original

Washington Quartermaster Depot, Washington, D. C.

(Issuing office)

Que, Major, Q. M. C., Q. M. S. O. December 4, 1939

(Name and title of issuing officer)

(Date issued)

RECEIVED FROM Que, Major, Q.M.C., Washington Q.M. Depot,

(Consignor)

Washington, D.C. by the Pennsylvania R.R. the public property here-

(Name of transportation company)

inafter described in apparent good order and condition (contents and value unknown), to be forwarded subject to conditions stated on the reverse hereof,

from Rosslyn, Va. to Omaha, Nebraska by the said

(Shipping point)

(Destination)

company and connecting lines, there to be delivered in like good order and condition to Q. M., 7th Corps Area, Omaha, Nebraska

(Consignee)

via Pennsylvania R. R., Chicago—Chicago & Northwestern R. R., Omaha.

(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACK- AGES	NUMBER AND KIND OF PACKAGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Quartermaster, 7th Corps Area, Oma- ha, Nebraska, For: Maj. Gen. "A", U. S. A. (Par. 26, AR 30-960).	1- 15	15 boxes..	Books.....	1, 700
	16- 75	60 boxes..	Household goods.....	9, 000
	76-100	25 crates..	Household goods.....	2, 700
	101-110	10 barrels..	Household goods.....	1, 600
	111----	1 piece..	Automobile, Lincoln Se- dan (uncrated).	4, 200
"Pick-up service at origin was by the Govern- ment"				
Total.....				19, 200
"Released or lowest valuation"				
"Q"				
Major, Q. M. C.				

Size car ordered 36 ft. Size car furnished 36 ft. Date furnished Dec. 4, 1939

Initials _____ Car No. Penn 371842 & B. & O. 82110.

TARIFF AUTHORITY

(To be filled in by general office rendering account)

Pennsylvania Railroad

(Name of transportation company)

Dec. 4, 1939 Per J. C. Smith

(Date)

(Agent)

AUTHORITY FOR SHIPMENT

Par. 1, S. O. 77, W. D., Dec. 1, 1939

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment)

Contract No. _____, or Purchase Order No. _____, dated _____, 19...

(F. O. B. point named in contract)

(Issuing officer)

CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY FACTS SET OUT IN THIS CERT.)

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
(Name of transportation company)

at _____ the public property described in this bill
(Actual point of delivery by carrier)

of lading, in apparent good order and condition, except as noted on the reverse hereof. Weight _____ pounds _____
(In words) (In figures)

(Consignee)

(Date)

, 19...

CHAPTER 16

TRANSPORTATION OF SUPPLIES

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SECTION I

PROCEDURE

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206. Rail shipments of less than two carloads of supplies (war).—All arrangements, including routing, for rail shipments of less-than-carload shipments, and carload shipments of less than two carloads of supplies will be made, in accordance with existing instructions (see appendix IV), by the shipping agency directly with the representative of the M. T. S. accredited to the agency.

207. Rail shipments of two or more carloads of supplies.—Such shipments will be made in accordance with the procedure outlined below:

a. Shipping agency.—(1) Obtains destination releases from prospective consignee.

(2) Requests routing instructions from The Quartermaster General.

b. The Quartermaster General.—(1) Assisted by Headquarters, M. T. S., Car Service Division, A. A. R. (located in his office), prepares routing instructions.

(2) Sends routing instructions to shipping agency.

(3) Maintains schedule records.

c. Headquarters M. T. S.—(1) Sends routing instructions to representative at point of shipment.

(2) Maintains schedule files in conjunction with O. Q. M. G.

d. M. T. S. representative at point of origin.—(1) Communicates with shipping agency and renders any assistance desired.

(2) Obtains required cars and arranges for placement and removal thereof when loaded and ready to be shipped.

(3) Prepares routing schedules with originating lines when necessary.

(4) Sends information shown in *c* above to shipping agency, Headquarters, M. T. S. (O. Q. M. G.), commanding officer at destination, and representative of M. T. S. at destination.

e. Rail lines.—(1) Perform the transportation services.

(2) Submit passing reports when and where required.

f. M. T. C. representative at destination.—(1) Assists consignee insofar as necessary and as requested.

(2) Informs M. T. S. representative at point of origin of release of cars.

SECTION II

BILLS OF LADING

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208. References.—See AR 30-950 and appendix IV.

209. Preparation.—*a.* One copy of the original and the shipping order and three copies of the memorandum will be prepared, and these five copies should be made simultaneously by the use of carbon paper.

b. One of the three memorandum copies will be stamped "Property Received Copy" and another "Property Shipped Copy."

c. When property is turned over to the carrier for shipment it will be accompanied by—

Original bill of lading.

Unstamped memorandum copy.

"Property Shipped Copy."

Shipping order signed by the consignor.

The agent of the carrier will receipt the original, the unstamped memorandum copy, and the "Property Shipped Copy," and return all three of these receipted copies to the consignor, but will retain the shipping order.

210. Distribution.—*a.* (1) The original bill of lading will be mailed by the consignor to the consignee, except in cases of troop movements and when remains are shipped by express.

(2) In case of troop movements, the original bill of lading will be delivered to the train quartermaster.

(3) In case of express shipment of remains, the original bill of lading, together with other accompanying papers (for example, death certificate and burial permit when necessary) will be inclosed in a heavy manila envelope and tacked on top of shipping case.

b. The "Property Received Copy" will be mailed as soon as prepared to the consignee in an envelope separate from the original bill of lading.

c. The "Property Shipped Copy" will be retained and filed as an office record of property shipped.

d. (1) The unstamped memorandum copy will bear a notation as to the estimated cost of the shipping charges, secured from the local representative of the carrier. This entry will be made on the line immediately following the procurement authority. At the close of the day on which issued, the unstamped memorandum copies of all bills of lading will be mailed directly to the Finance Officer, Accounts Division, Transportation Branch, Washington, D. C. No letter of transmittal is required.

(2) For bills of lading issued outside of the continental limits of the United States, the unstamped memorandum copies will be mailed to the officer designated to settle transportation account therefor.

211. General.—A bill of lading, when referred to in a broad sense, is an instrument accounting for goods shipped by anyone, signed by the agent or owner of the transportation line, thus forming a receipt for the goods. It applies most generally to rail shipments, although it may cover shipments by inland waterways. The word "lading" meaning "loading" in this sense, hence the expression "bill of lading." In commercial terms, a similar instrument, in cases of movement of goods by animal truck would be called a "dray bill"; for ocean or harbor-boat shipments, a "manifest."

212. Transportation of property.—The transportation, except by parcel post and commercial motor vehicles, of public property or other property transported at public expense, will be secured by means of a Government bill of lading. (Par. 1, AR 30-950.)

213. "Shipper's order" bill of lading prohibited (par. 2, AR 30-950).—A "shipper's order" bill of lading employed by mer-

chants and commission men implies that the goods must be paid for by the consignee before the carrier will release same.

Example: Merchant *A* at Baltimore, Maryland, sells a carload of canned tomatoes to merchant *B* in New York City. Merchant *A*, after loading car, prepares a commercial bill of lading and has it receipted by the carrier at initial point. He then takes it to a local bank where a draft is made up for the value of goods, plus carrying charges. The local bank forwards receipted bill of lading and draft to a bank at destination. The buyer is advised that he must redeem the bill of lading held by bank at destination by paying the draft. After the bill of lading is secured it is presented to the carrier and the release of the goods shipped is obtained.

214. Problem.—*a. Shipments.*—The following shipments originating at Fort School, Pennsylvania, November 29, 1939, will be effected without delay:

(1) *Case 1.*—By freight, two carloads of iron beds (U. S. property) to the Quartermaster Supply Officer, New York General Depot, First Avenue and 58th Street, Bay Ridge Station, Brooklyn, New York.

36-foot car, P. R. R. No. 874326, 710 pcs., beds, iron.

36-foot car, B. & O. No. 742861, 699 pcs., beds, iron; furnished November 29, 1939.

Aggregate weight, 16,680 pounds.

Authority, letter O. Q. M. G., November 26, 1939, file -----

Procurement authority, QM 1601 P 63-0700 A 0525-0.

Consignor, Capt. *A*, Q. M. C., Fort School, Pa.

Consignee, Quartermaster Supply Officer, New York General Depot, Brooklyn, N. Y.

Delivery, Q. M. G. Routing Order No. 7810, November 27, 1939, Pennsylvania Railroad to New York; Long Island Railroad to Bay Ridge Station, Brooklyn, N. Y.

Seals used, R/P. 71-41, 71-42, 71-43, 71-44.

(2) *Case 2.*—By express, remains of Elmer Brown, R-3876521, Pvt., Co. *B*, 140th Inf., to Mrs. Chas. Brown, 621 El Paso Street, El Paso, Texas (shipping case with storm flag and casket weighing 490 pounds).

Consignor, Capt. *A*, Q. M. C., Quartermaster.

Routing, Railway Express Agency, Inc.

Authority, paragraph 47, AR 30-955.

Procurement authority, QM 3300 P 8-0770 A 1805-0.

Shipment from Philadelphia, Pa.

NOTE.—Explain on bill of lading, in a few words, what papers must accompany and how transmitted.

(3) *Case 3.*—By freight, personal baggage of Major Alonzo Fox, F. A., U. S. Army, to Fort McPherson, Georgia (permanent station), per paragraph 3, S. O. 172, War Department, November 18, 1939, consisting of—

Item	Container	Contents	Weight (pounds)
1-7	Boxes.....	Professional books.....	1, 200
8-30	Crates.....	Household goods.....	2, 300
31-40	Barrels.....	do.....	1, 000
41-50	Boxes.....	do.....	2, 000
“Released valuation” aggregate.....			6, 500

Consignor, Capt. A, Q. M. C. Quartermaster.

Consignee, Quartermaster, Fourth Corps Area, Fort McPherson, Georgia.

Procurement authority, QM 1600 P 61-0700 A 0525-0.

Routing, Pennsylvania Railroad and connections.

See paragraph 14z and *ad*, AR 30-950. Indicate on the face of the bill of lading the distribution of W. D., Q. M. C. Form No. 219. (Par. 28b, AR 30-960.)

b. Required.—Prepare Government bills of lading, original only, for the above shipments.

NOTE.—The last bill of lading issued by Captain A, Q. M. C., Quartermaster, was WQ 863420.

c. Solution.(1) *Case 1.*

Standard Form No. 1058

FORM APPROVED BY
COMPTROLLER GENERAL U. S.
AUGUST 24, 1928

UNITED STATES OF AMERICA

No. WQ 863421

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army, Transporta-
tion Branch, Washington, D. C.

(Department or establishment and bureau or service)

QM 1600 P 63-0700 A 0525-0

(Appropriation chargeable)

Quartermaster, Fort School, Pa.

(Issuing office)

Capt. A. Q. M. C., Quartermaster

(Name and title of issuing officer)

GOVERNMENT BILL
OF LADING
Original

November 29, 1939

(Date issued)

RECEIVED FROM Capt. A. Q. M. C., Quartermaster, Fort School, Pa.
(Consignor)

by the Pennsylvania Railroad the public property hereinafter described in
(Name of transportation company)

apparent good order and condition (contents and value unknown), to be forwarded
subject to conditions stated on the reverse hereof,

from Fort School, Pa. to Bay Ridge Station, Brooklyn, New York
(Shipping point) (Destination)

by the said company and connecting lines, there to be delivered in like good order
and conditions to Q. M. S. O. New York General Depot, Brooklyn,
(Consignee) New York

via Pennsylvania Railroad, New York--Long Island Railroad.
destination.

(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACKAGES	NUMBER AND KIND OF PACKAGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Q. M. S. O., N. Y. G. D., 1st Ave. & 58th Street, Bay Ridge Sta- tion, Brooklyn, New York.	1,409 pcs---	US 1-1409--	Beds, iron (U. S. property). Car P. R. R. 874326, 710 pcs. Car B. & O. 742861, 699 pcs. Seals: R/P 71-41, 71-42, 71-43, 71- 44. Routing Order O. Q. M. G., No. 7310, Nov. 27, 1939.	16,680

RAIL TRANSPORTATION

214

Size car ordered 36 ft. Size car furnished 36 ft. Date furnished Nov. 29,
1939 Initials Car No. P. R. R. No. 874326 and B. & O. No. 742861

TARIFF AUTHORITY (To be filled in by general office rendering account) <u>11-26-39</u> <u>Letter, O.Q.M.G., 11-26-39</u>	<u>Pennsylvania Railroad</u> (Name of transportation company)
AUTHORITY FOR SHIPMENT <u>Letter O.Q.M.G., 11-26-39</u>	<u>Nov. 29, 1939</u> Per <u>A. Jackson</u> (Date) (Agent)

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment).

Contract No. _____, or Purchase Order No. _____, dated _____, 19__

 (F. O. B. point named in contract) (Issuing officer)

(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY
 FACTS SET OUT IN THIS CERT.)

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
 (Name of transportation company)

at _____ the public property described in this bill of lading, in
 (Actual point of delivery by carrier)

apparent good order and condition, except as noted on the reverse hereof.

Weight _____ pounds _____
 (In words) (In figures)

 (Consignee) (Date), 19__

(2) Case 2.

Standard Form No. 1058

Form approved by

COMPTROLLER GENERAL U. S.

AUGUST 24, 1928

UNITED STATES OF AMERICA

No. WQ 863422

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army, Transportation Branch, Washington, D. C.

(Department or establishment and bureau or service)

SEE REVERSE
HEREOF

QM 3300 P 8-0770 A 1805-0

(Appropriation chargeable)

Quartermaster, Fort School, Pa.

(Issuing office)

Capt. A. Q. M. C., Quartermaster

(Name and title of issuing officer)

GOVERNMENT
BILL OF LADING
Original

Nov. 29, 1939

(Date issued)

RECEIVED FROM Capt. A. Q. M. C., Quartermaster, Fort School, Pa.

(Consignor)

by the Railway Express Agency, Inc. the public property
(Name of transportation company)

hereinafter described in apparent good order and condition (contents and value unknown), to be forwarded subject to conditions stated on the reverse hereof

from Philadelphia, Pa. to El Paso, Texas

(Shipping point)

(Destination)

by the said company and connecting lines, there to be delivered in like good order and condition to Mrs. Chas. Brown 621 El Paso St., El Paso, Texas

(Consignee)

via Railway Express Agency, Inc.

(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUMBER ON PACK- AGES	NUMBER AND KINDS OF PACK- AGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Mrs. Chas. Brown, 621 El Paso St., El Paso, Texas.	1	1	Shipping case and casket containing remains of Pvt. Elmer Brown, R 3876521, Co. B, 140th Inf., and storm flag.	490 lbs.

Instructional Notes

The following papers will be enclosed in a heavy manila envelope tacked on top of the shipping case, viz.:

1. The original B/L, after having been signed by agent of Express Company.

2. Copy of certificate of death.

3. Other papers, such as burial permit when necessary, instruction when necessary to consignee, state sanitary requirements, depending on where shipment is destined.

RAIL TRANSPORTATION

Size car ordered_____ft. Size car furnished_____ft. Date furnished_____

Initials_____ Car No._____

TARIFF AUTHORITY (To be filled in by general office rendering account)	Railway Express Agency, Inc. (Name of transportation company)
AUTHORITY FOR SHIPMENT Par. 47, AR 30-955	Nov. 29, 1939 Per James Smith (Date) (Agent)

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipment)

Contract No._____, or Purchase Order No. _____, dated_____, 19__

(F. O. B. point named in contract)

(Issuing officer)

(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY FACTS SET OUT IN THIS CERT.)

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____
(Name of transportation company)

at _____ the public property described in this bill
(Actual point of delivery by carrier)
of lading, in apparent good order and condition, except as noted on the reverse hereof.

Weight _____ pounds _____
(In words) (In figures)

_____, 19__
(Consignee) (Date)

(3) Case 3.

Standard Form No. 1058

Form approved by

COMPTROLLER GENERAL U. S.

AUGUST 24, 1928

UNITED STATES OF AMERICA

No. WQ 863423

Bill to WAR DEPARTMENT, Finance Officer, U. S. Army,
Transportation Branch, Washington, D. C.

(Department or Establishment and Bureau or Service)

SEE REVERSE
HEREOF

QM 1600 P 61-0700 A 0525-0

(Appropriation chargeable)

GOVERNMENT BILL
OF LADING
Original

Quartermaster, Fort School, Pa.

(Issuing office)

"A", Capt., Q. M. C., Quartermaster

November 29, 1939

(Name and title of issuing officer)

(Date issued)

Capt. "A", Q. M. C., Quartermaster,
Fort School, Pa.

RECEIVED FROM

(Consignor)

by the Pennsylvania R. R. the public property hereinafter described
(Name of transportation company)

in apparent good order and condition (contents and value unknown), to be for
warded subject to conditions stated on the reverse hereof,

from Philadelphia, Pa. to Fort McPherson, Ga.

(Shipping point)

(Destination)

by the said company and connecting lines, there to be delivered in like good order

Quartermaster, Fourth Corps Area,

and condition to Fort McPherson, Ga.

(Consignee)

via Pennsylvania Railroad and connecting lines

(Route journey only when some substantial interest of the Government is subserved thereby)

MARKS	NUM- BER ON PACK- AGES	NUMBER AND KIND OF PACK- AGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHT
Quartermaster, 4th Corps Area, Ft. McPherson, Ga. For Maj. Alonzo Fox, F. A., U. S. Army, Ft. McPherson, Ga.	1-7	7 boxes----	Professional books----	1, 200
	8-30	23 crates----	Household goods----	2, 300
	31-40	10 barrels--	Household goods----	1, 000
	41-50	10 boxes----	Household goods----	2, 000
			Released valuation ag- gregate-----	6, 500
Instructional Notes				
Q. M. C. Form 219: Original to F. O., Washington, D. C. with unstamped copy of Memo. B/L. Duplicate filed by shipping quartermaster. Triplicate will be annotated by shipping quartermaster showing B/L reference and returned to person making ship- ment.				

RAIL TRANSPORTATION

Size car ordered _____ ft. Size car furnished _____ ft. Date furnished _____

Initials _____ Car No. _____

TARIFF AUTHORITY

(To be filled in by general office rendering account)

Pennsylvania R. R.

(Name of transportation company)

AUTHORITY FOR SHIPMENT

Par. 3, S. O. 172, W. D., Nov. 18, 1939.

Nov. 29, 1939 Per Z. McBisterflush

(Date)

(Agent)

CERTIFICATE OF ISSUING OFFICER

(To be filled out when this bill of lading is issued for use by contractor in making shipments)

Contract No. _____, or Purchase Order No. _____, dated _____, 19__

(F. O. B. point named in contract)

(Issuing officer)

(CARRIER'S RIGHTS TO SHIPPING CHARGES NOT AFFECTED BY FACTS SET OUT IN THIS CERT.)

CONSIGNEE'S CERTIFICATE OF DELIVERY

I have this day received from _____ at _____
(Name of transportation company)

_____ the public property described in this
(Actual point of delivery by carrier)

bill of lading, in apparent good order and condition, except as noted on the reverse hereof.

Weight _____ pounds _____
(In words) (In figures)

(Consignee)

_____, 19__
(Date)

SECTION III

GENERAL RESPONSIBILITIES OF TRANSPORTATION OFFICERS

Paragraph

General responsibilities of transportation officers _____ 215

215. General responsibilities of transportation officers.—a. Lost or stolen bills of lading.—A complete report showing the serial numbers of lost or stolen bills of lading and a statement of the circumstances regarding the loss or theft will be immediately forwarded to The Quartermaster General's Office through the corps area de-

partment or quartermaster. The local carrier will also be advised of the loss and advised not to honor same if presented.

b. Supplies turned over for shipment.—An officer who turns supplies over to another for shipment in the best condition in which it is possible to put them is relieved from further responsibility therefor by the receipt of the officer to whom they are intrusted for shipment.

c. Heavy articles.—When a crane is required at destination for unloading heavy articles, such shipments will not be put in transit until the consignee has been informed and his consent obtained.

d. Packing and crating of supplies for shipment.—The responsibility for proper packing, crating, and preparation of supplies for shipment rests with the officers requesting the shipment. The shipping officer may act in an advisory capacity.

e. Loading rules.—The shipping officer is held responsible for the observance of all loading rules approved by the Interstate Commerce Commission.

f. Economy.—In forwarding shipments from depots and elsewhere, where applicable, shipping officers will arrange to assemble carload lots, when practicable, in order to reduce the cost of transportation to a minimum and to save handling en route and consequent loss or damage.

g. Receipt for property turned over for shipment.—Property turned over for shipment by any agency must be accompanied by shipping tickets or loading sheets in triplicate, describing the property to be shipped, from which the bills of lading are prepared. One receipted copy is returned to the person turning over the supplies for shipment; the remaining two copies are disposed of as follows: One copy to the consignee, together with the "Property Received Copy" of the bill of lading at time of shipment; one copy retained by the shipping officer and filed with the "Property Shipped Copy" of the bill of lading.

h. Marking shipments.—Supplies turned over for shipment on a Government bill of lading will be marked, tagged, and labelled to conform to shipping rules as follows:

- (1) Name and address of consignee.
- (2) List of contents.
- (3) Weight.
- (4) Number of the package.
- (5) The letters "U. S. W. D." in several conspicuous places.

The foregoing does not apply to shipments of sacked grain or baled hay or straw in carload lots for delivery to one consignee at one

destination. Fragile articles will be conspicuously marked "Fragile, handle with care."

i. Explosives.—Regulations governing the transportation of explosives, inflammables, and other similar dangerous articles are prescribed by the Interstate Commerce Commission. These regulations apply to Government as well as to commercial shipments. See section III, chapter 14, and section IV of this chapter.

j. Overage and shortage.—Notations as to shortages and overages arising in shipments will be recorded on both the "Property Received Copy" and the original bill of lading for future references.

SECTION IV

EXPLOSIVES AND OTHER DANGEROUS ARTICLES

	Paragraph
Regulations.....	216
Tariff of rail lines.....	217
Bureau of explosives.....	218
Damage by explosion or fire.....	219

216. Regulations.—*a. Military.*—See section IV, AR 30-955, and TR 1370-A. For explosives in troop trains see paragraph 1a(3)(d), AR 30-940.

b. Nonmilitary.—Interstate Commerce Commission Regulations for Transportation of Explosives and Other Dangerous Articles by Land and Water in Rail Freight, Express, and Baggage Services (including specifications for shipping containers) and by Motor Vehicle (Highway) and Water. (This publication may be obtained from The Quartermaster General.)

217. Tariff of rail lines.—This tariff, entitled "Interstate Commerce Commission Regulations for Transportation of Explosives and Other Dangerous Articles by Freight," is published by Mr. W. S. Topping, Agent, 30 Vesey Street, New York, N. Y., and may be obtained by direct application to him, or through the M. T. S. representative accredited to the office of the transportation officer. See specific application by reference to item involved, in index of Consolidated Freight Classification.

218. Bureau of explosives.—Supplementing the I. C. C. regulations and the tariff of the rail lines, the Bureau of Explosives of the A. A. R. has published two pamphlets which will assist the transportation officer in dealing with the problems encountered in the shipment of these articles.

a. Pamphlet No. 6, Drawings and Photographs Illustrating Methods for Loading and Staying Carload and Less-Than-Carload Shipments of Explosives and Other Dangerous Articles.

b. Pamphlet No. 7, Explosives and Other Dangerous Articles—General Information Relating to Transportation, Risks, Fires, and Accidents.

These pamphlets may be obtained upon application to The Quartermaster General, or directly to the Bureau of Explosives, 30 Vesey Street, New York, N. Y.

219. Damage by explosion or fire.—The shipping officer will be held responsible for damage arising from, or contributed to, by his failure to comply with the following regulations and provisions:

a. General.—The general regulations governing the packing, marking, and shipping of military supplies are set forth in AR 30-955. This section contains special regulations for explosives and ammunition.

b. Packing.—(1) Explosives and other dangerous articles offered for shipment on a common carrier will be packed to comply with the Interstate Commerce Commission regulations, but the Interstate Commerce Commission regulations state that "Shipments of explosives offered by the War and Navy Departments of the United States Government may be packed, including limitations of weight, as required by their regulations."

(2) Military explosives and ammunition are packed in accordance with United States Army specifications and drawings. The methods of packing specified and used not only meet military requirements and protect the articles from damage in transit but also comply with the Interstate Commerce Commission regulations.

(3) When shipments of explosives and other dangerous articles are to be made and containers are not available which comply with the United States Army specifications for the particular article to be shipped, containers complying with the Interstate Commerce Commission regulations will be used. This applies particularly to the shipments of deteriorated explosives or ammunition and to powder, explosives, and loaded components of ammunition obtained from salvage operations.

c. Marking.—(1) Explosives and other dangerous articles offered for shipment by a common carrier will be marked to comply with Interstate Commerce Commission regulations.

(2) Explosives and ammunition are marked in accordance with United States Army specifications and drawings. (See U. S. Army Spec. No. 100-2 and O. O. Pamphlet No. 2036, Service Markings of

Ammunition and Ammunition Containers.) The markings are primarily for the identification of the material from a military standpoint, but they comply with Interstate Commerce Commission regulations.

d. Interstate Commerce Commission regulations.—(1) The transportation of explosives and other dangerous articles within the limits of the jurisdiction of the United States is regulated by Federal law, act of March 4, 1909, chapter 321, sections 232 and 234 (35 Stat. 1134), as amended by the act of March 4, 1921, chapter 172 (41 Stat. 1444). Violations of this act are punishable by severe fines and imprisonment.

(2) Section 233 of the above-mentioned act reads as follows:

The Interstate Commerce Commission shall formulate regulations for the safe transportation within the limits of the jurisdiction of the United States of explosives and other dangerous articles, * * * which shall be binding upon all common carriers engaged in interstate or foreign commerce which transport explosives or other dangerous articles by land or water, and upon all shippers making shipments of explosives or other dangerous articles via any common carrier engaged in interstate or foreign commerce by land or water. * * *

(3) Under the authority of the above-quoted act the Interstate Commerce Commission has published regulations governing the transportation of explosives and other dangerous articles by land and by water.

e. Bureau of Explosives.—Section I, paragraph 5, of the Interstate Commerce Commission regulations covering shipments of explosives and other dangerous articles by rail reads as follows:

The service of the bureau for the safe transportation of explosives and other dangerous articles, hereinafter called Bureau of Explosives, will be utilized by this commission in the execution of these regulations. This bureau will make inspections and conduct investigations, and will confer with manufacturers and shippers with a view to determining what regulations will within reasonable limits afford the highest degree of safety in packing and preparing these dangerous articles for shipment and in transporting the same. The commission will avail itself of the expert knowledge thus developed, and in formulating amendments to these regulations, while not bound thereby, will give due weight to the expert opinions thus obtained.

The Bureau of Explosives was organized in 1906 by the American Railway Association. Nearly all common carriers are members of the American Railway Association and comply with the rules and regulations issued by the Bureau of Explosives. Inspectors of the Bureau of Explosives are stationed throughout the country to observe, investigate, and report upon shipping methods; common carriers utilize the services of the inspectors of the Bureau of Explosives to enforce regulations and approve methods and practices, and to

assist shippers. The name and address of the Bureau of Explosives inspector nearest your station can be obtained from the local railroad agent, or by writing to the Bureau of Explosives, 30 Vesey Street, New York City.

f. State and municipal laws, ordinances, and regulations.—In addition to the Federal laws governing interstate transportation of explosives and other dangerous articles, each State and nearly all municipalities have laws or ordinances regulating the transportation of explosives and other dangerous articles within their jurisdiction. The harbor regulations of the port of New York or port of Baltimore and city ordinances requiring motortrucks or wagons carrying explosives to display a red flag or placard, are examples of such State and municipal laws and ordinances.

g. Compliance with laws and regulations.—Shipments of explosives and ammunition made by military establishments will comply with the Interstate Commerce Commission regulations, port and harbor regulations, State and municipal laws, and Bureau of Explosives recommendations. Difficulties encountered in complying with the above will be reported in detail, through channels, to the Chief of Ordnance and The Quartermaster General.

h. Rail shipments.—(1) The Interstate Commerce Commission regulations, which govern the transportation of explosives and other dangerous articles by rail are essentially safety regulations and describe in detail how such shipments will be handled, loaded, braced and stayed, and placarded. (See also AR 30-955.) Bureau of Explosives Pamphlet No. 6 contains data, photographs, and drawings of recommended methods of bracing and staying shipments. These recommendations, although for commercial explosives and other dangerous articles, can be readily adapted to military explosives and ammunition, and will be followed when a method such as that set forth in United States Army Specifications No. 50-21-4 is not prescribed.

(2) When making shipments of explosives and ammunition by rail, refer to Bureau of Explosives pamphlets for ideas as to piling and packing and to the Interstate Commerce Commission regulations for information as to legal requirements. Study the cargo and decide beforehand how it may best be stowed. Order the car best suited for the needs at hand. When the car arrives give it a thorough sweeping and inspect it for protruding nails and boltheads, which must be removed or covered with wood. Board up the sides of the car where necessary to obtain an even bearing and obtain the proper dunnage with nails to correspond. (See Bureau of Explo-

sives pamphlets.) Provide substantial gangways; remove obstructions which may prevent free entry to the car; clear the immediate vicinity of leaves, dry grass, and other inflammable materials; and see that the brakes are set and wheels chocked. During the loading operations, close the car doors and magazine doors when engines or speeders are passing. Do not leave cars partly loaded, unless impossible to finish loading at one time, in which case car doors must be securely locked. After loading see that the shipment is properly braced and stayed and that the car is properly sealed and placarded; keep a permanent record of car numbers and seals. In unloading cars observe the same safety precautions that have been outlined above. Carefully sweep all cars that have contained explosives and remove all placards. Sweepings should be thrown in running water, burned, or placed in a metal receptacle for later disposition. Report all shipments received in a badly damaged condition, through channels, to the Chief of Ordnance and The Quartermaster General.

i. Water shipments.—(1) Shipments will be made in accordance with I. C. C. regulations and the port and harbor regulations of the various cities and States affected. Shipments overseas will be made in accordance with the regulations of the carrier, usually the Quartermaster Corps (AR 30-1270), or the Navy Department.

(2) When making shipments of explosives and ammunition by water, study the local port regulations regarding the handling of explosives therein and comply with the regulations for tonnage, lights, open fires, stoves, mixed loads, flags, anchors, etc. When chartering equipment for shipments, have the equipment passed upon by port authorities before accepting it for use. During loading see that the safety regulations for open fires, stoves, gasoline, matches, smoking, etc., are strictly complied with; that decks, runways, and docks are free from dirt, rubbish, and spilled explosives; and that personnel handle explosives and ammunition with care so as to avoid danger and damage to the equipment. If the loading is not completed during the day see that proper precautions are taken to guard and protect the shipment against fire and that a sufficient crew is left in charge to handle the boat in case of emergency. Do not leave any explosives or ammunition on a dock or elsewhere unless delivery is made to authorized persons or explosives left under proper guard. Explosives and ammunition must not be left on board boats overnight unless such action is imperative incident to their transportation. Lighters should not be tied up to that part of a vessel or dock where the fireroom or boiler is located. Always keep explosives as far away from engine and boiler room as possible.

(3) The use of oil- or chemical-burning lamps or lanterns is prohibited in the neighborhood of explosives. Use only electric lanterns when a movable artificial light is necessary. In planning port and starboard light and other such necessary signals, oil-burning lights are permitted, which should be placed, removed, and filled by a responsible officer who should see that they are not brought in contact with explosives or introduce fire risk to the boat or barge. Storage of paints, oils, varnishes, or other inflammables is prohibited on any boat or barge used for explosives or ammunition. Such oil as is necessary in connection with the machinery of a boat must be kept under the direct charge of the chief engineer, and only a day-to-day stock permitted. Oils used for signal lights and in living quarters must be kept in a special compartment as far as possible from the explosives, should be kept under lock and key, and should be in direct charge of the officer in charge of the lights. Oil must not be put in or removed from this compartment at night. If oil accidentally gets on the floor, it must be immediately swept up with sawdust and the sweepings thrown overboard.

j. Transportation by Army motor vehicles.—(1) Interstate Commerce Commission regulations govern shipments of explosives and ammunition in motortrucks. Nearly all States, cities, towns, and villages also have laws governing the transportation of explosives and other dangerous articles within their jurisdiction. When making shipments of explosives and ammunition by motor, consult with local civil authorities of the cities and towns through which the explosives and ammunition are to be transported and strictly observe their rules and regulations for the transportation of explosives and ammunition. Obtain their recommendations as to the best route to follow so as to avoid congested areas.

(2) Take every precaution against fire. Inspect trucks daily to see that electric wiring, lights, brakes, gasoline tanks, and lines are in good working order; clean the engine daily of dust and oil, and make sure that the engine pan is free from accumulations of dirt and grease. Watch carefully the splash of oil or grease from the universal joint, transmission, or other moving parts onto the underside of footboards or body of the car and clean thoroughly after each long trip or day's work. Repair leaking gasoline tanks or lines immediately; keep lighted cigarettes, pipes, and open lights away from the vicinity when filling gasoline tanks; and when lighting side or tail lights, keep away from the gasoline tank and load of explosives. Do not permit smoking on or near the truck or the carrying of matches in pockets. Where necessary use safety matches and keep

them in a metal container in the tool box. Prohibit the use of "strike-anywhere" matches. Keep only the least possible amount of waste in the truck and separate oily from clean waste. Do not allow trash to accumulate in the tool box. Provide all trucks with at least one properly filled fire extinguisher, a box containing at least 3 cubic feet of dry sand, and a suitable shovel. Instruct all drivers and other employees as to the best method of extinguishing gasoline fires with Pyrene and sand and impress them with the fact that in nearly all cases there is time to extinguish a fire, as it takes an appreciable time to heat ammunition to the point where it will explode. One case on record which well illustrates the above is as follows: Ammunition which was exuding was being loaded onto a truck; some of the exudate ran down through the floor boards onto a hot exhaust pipe and burst into flames. All personnel but two fled, but the two that remained succeeded in putting out the fire with dirt scooped from the road and a disastrous explosion was avoided.

(3) When explosives and ammunition are being transported by a convoy of trucks, see that the trucks do not become widely separated and that a safe distance is maintained between trucks so as to avoid danger of collision. Stop the convoy once each hour during the trip and inspect each truckload. Do not stop within or close to the limits of cities, towns, or municipalities, and in driving through towns and cities keep away from congested streets as much as possible. Drive at a moderate speed, always have truck under control, and be careful not to collide with others or allow others to collide with you. Come to a full stop at railroad crossings. Permit no unauthorized person to ride on trucks. If a truck catches on fire, the other trucks will proceed to a safe distance out of the zone of danger in case of an explosion, and guards will be posted at a distance of several hundred yards on each side of the truck to stop all traffic. If a truck breaks down and it cannot be towed to its destination by one of the other trucks, leave a guard of two men and notify the post to which the convoy is proceeding, so that a truck can be dispatched at once with loading personnel to relieve the disabled truck of its load.

(4) Do not transport fuzes or other detonating agents with other explosives. When explosives are to be carried, lay boards or the equivalent over the iron strips in the floor of truck body before placing the explosives. See that the load is well braced and stayed and that tarpaulins are available to protect the load from the weather or from sparks from passing locomotives, etc. Do not unload or pile explosives and ammunition immediately back of the exhaust.

(5) When transporting artillery ammunition, all projectiles should be laid on the side instead of on the base and with the sides of the projectiles parallel to the side of the truck so that the projectiles will not roll back against the tail gate of the truck and damage it. If it is necessary to place more than one layer of projectiles in the truck, strips of planking should be placed over the first layer of projectiles to protect the rotating band from becoming deformed due to contact with other projectiles when the truck is in motion.

k. Handling.—(1) Ammunition should be handled under the direct supervision of an officer or other competent person who understands thoroughly the hazards and risks involved. Personnel handling ammunition should be impressed with the fact that their safety as well as that of others depends upon the intelligence and care exercised by themselves and by their fellow workers. Personnel handling ammunition should not be permitted to tamper with or disassemble any components. Serious accidents have resulted to personnel tampering with grenades, fuzes, and other similar mechanisms. Personnel handling ammunition should clean all mud and grit from their shoes before entering the magazine, car, or boat in which there are explosives and ammunition. Safety shoes, shoes without exposed metal nails or plates, should be worn wherever loose black powder is handled. Personnel wearing safety shoes should protect themselves against body charges of static electricity by frequently touching metal located outside the magazine.

(2) Explosives and ammunition should be handled carefully. Bale hooks will not be used and containers should not be tumbled, dragged, thrown, or dropped on each other or on the floor. Roller conveyors and trucks may be used except for hazardous explosives which may ignite from sparks. Hazardous explosives, such as detonators, bulk explosives (TNT, black powder), and smokeless powder should be handled either by hand or with wooden roller conveyors. No tools or equipment so designed that steel or other spark-producing metal comes in contact with packages should be used in handling hazardous explosives. Tools used in handling explosives and ammunition should not be left in magazines, and such tools as car movers, wooden wedges and mallets, saws and hammers for bracing cars, wrenches, oil cans, waste, etc., needed for the mechanical handling equipment should be kept in a general storehouse or in a locked tool box near the magazines. All tool boxes should be inspected regularly to avoid accumulation of trash, waste, etc.

(3) If explosives are spilled or sift from a leaky container, all work should be stopped until the explosives have been swept up and removed and any remaining particles or dust have been neutral-

RAIL TRANSPORTATION

ized with water. Damaged containers will never be repaired in any magazine, truck, or boat containing explosives and ammunition. Damaged containers may be repaired or repacked in the open at least 100 feet from the magazine, truck, or boat, or in a building specifically set aside for this work. Explosives and ammunition should not be exposed to moisture or dampness or to the direct rays of the sun for any long period of time. If it is necessary to leave boxes temporarily outside of magazines or cars, they should be covered with a tarpaulin which is placed so that air can circulate freely through the pile.

TM 10-370

220

QUARTERMASTER CORPS

SECTION V

MISCELLANEOUS DOCUMENTS

Paragraph

Miscellaneous documents ----- 220

220. Miscellaneous documents.—*a.* Standard Form No. 1062 (*Government Bill of Lading Extra Sheet*).—See paragraph 11, AR 30-950.

Standard Form No. 1007
FORM APPROVED BY
COMPTROLLER GENERAL U. S.
January 18, 1934

UNITED STATES OF AMERICA

B/L No. WQ-245182

Sheet No.2

WASHINGTON QM DEPOT, WASH.D.C.

(Department of Establishment and Bureau of Service)

GOVERNMENT BILL OF LADING
EXTRA SHEET

(This form will be used as an extra or continuation sheet for the Original Bill of Lading, Standard Form No. 1058, or the Temporary Receipt, Standard Form No. 1060, or the Certificate in Lieu of Lost Bill of Lading, Standard Form No. 1061.)

MARKS	NUMBERS ON PACKAGES	NUMBER AND KIND OF PACKAGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHTS *
CONSTRUCTING CO FT. MASON, CALIF.	1/7	7 CARTONS	LIGHTING FIXTURES	742#
	8/12	5 CASES	BOLTS	521#
	13/14	2 BOXES	HARDWARE	243#

* Show also cubic measurements for shipments via ocean carrier in cases where required. U. S. GOVERNMENT PRINTING OFFICE 16-1573

ADMINISTRATIVE DIRECTIONS

1. This form is to be filled in, whenever requested, by the consignor who made the shipment on the original bill of lading referred to.
2. If the original bill of lading was issued to a contractor who became the consignor of the shipment, this form should be sent to the issuing officer for completion of his certificate hereon.
3. After the form has been filled in as the preceding directions require, it will be forwarded to the consignee, who will execute the same and deliver it to the carrier in the event the original bill of lading has been lost or can not be located. If the original bill of lading has been located, it, and not this certificate, shall be delivered to the carrier by the consignee.

REPORT OF LOSS, DAMAGE, OR SHRINKAGE

Notice is hereby given the carrier to whom this Certificate in Lieu of Lost Bill of Lading is surrendered that the shipment was received in condition shown below and that claim is made for the value of such loss, damage, or shrinkage, as indicated.

Explanation regarding loss, damage, or shrinkage to be made by consignee, who will state all the facts available concerning the nature or extent of the loss, damage, or shrinkage, and how it occurred.

The within shipment was received with the following loss, damage, or shrinkage:

Description.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Weight of such articles pounds.

Invoice value or cost of repairs, \$.....

I certify that the facts noted above are correct.

Consignee.

By.....

Title.....

GENERAL CONDITIONS AND INSTRUCTIONS

CONDITIONS

- It is mutually agreed and understood between the United States and carriers who are parties to this bill of lading that:**
1. **Prepayment of charges** shall in no case be demanded by carrier, nor shall collection be made from consignee. On presentation to the office indicated on the face hereof of this bill of lading, properly accomplished, attached to freight voucher prepared on the authorized Government form, payment will be made to the last carrier, unless otherwise specifically stipulated.
 2. Unless otherwise specifically provided or otherwise stated hereon, this bill of lading is subject to the same rules and conditions as govern commercial shipments made on the usual forms provided therefor by the carrier.
 3. Shipment made upon this bill of lading shall take no higher rate than provided for shipments made upon the uniform bill of lading or uniform express receipt.
 4. No charge shall be made by any carrier for the execution and presentation of bills of lading in manner and form as provided by the instructions hereon.
 5. This shipment is made at the restricted or limited valuation specified in the tariff or classification at or under which the lowest rate is available, unless otherwise indicated on the face hereof.
 6. Receipt of the shipment is made subject to the "Report of Loss, Damage, or Shrinkage" noted hereon.
 7. In case of loss, damage, or shrinkage in transit, the rules and conditions governing commercial shipments shall not apply as to period within which notice thereof shall be given the carriers or to period within which claim therefor shall be made or suit instituted.

INSTRUCTIONS

1. Erasures, interlineations, or alterations in certificates in lieu of lost bill of lading must be authenticated and explained by the person making them.
2. In the absence of the consignee, or on his failure to receipt, the person receipting will certify that he is duly authorized to do so, reciting such authority.
3. In no case will a second bill of lading be issued for a shipment, nor will a bill of lading be issued after the transportation has been performed. In case the bill of lading has been lost or destroyed, the carrier shall be furnished by the consignee with a "Certificate in Lieu of Lost Bill of Lading," on the standard form prescribed therefor which, when finally consummated by acknowledgment of the "Certificate and Waiver by Transportation Company," shall accompany the bill for services submitted by the carrier to the officer charged with the settlement of the account. Should the original bill of lading be located after settlement has been made on the certificate, it will be forwarded to the administrative office of the department concerned for transmittal to the General Accounting Office.
4. To insure prompt delivery of property, in the absence of the bill of lading, the consignee should give to the carrier a "Temporary Receipt," executed on the prescribed form, for the property actually delivered. On the recovery of the bill of lading, or when the certificate provided for above shall have been given, a statement will be indorsed on said bill of lading or certificate of the fact of the delivery as per said temporary receipt, and the said temporary receipt will be indorsed with reference to the bill of lading or certificate sufficient to identify the same, and both papers attached and forwarded with the claim for payment thereon.
5. In case of loss or damage to property while in the possession of the carrier, such loss or damage shall, when practicable, be noted on the bill of lading or certificate in lieu thereof, as the case may be, before its accomplishment. All practicable steps shall be taken at that time to determine the loss or damage and the liability therefor, and to collect and transmit to the proper officer, without delay, all evidence as to the same. Should the loss or damage not be discovered until after the bill of lading or certificate has been accomplished, the proper officer shall be notified as soon as the loss or damage is discovered, and the agent of the carrier advised immediately of such loss or damage, extending privilege of examination of shipment.
6. Bills must be submitted by the general officers of carriers, and on forms furnished by the Government, to be obtained from the Public Printer, Washington, D. C.

RAIL TRANSPORTATION

c. Standard Form No. 1060 (*Temporary Receipt*).—See paragraph 30, AR 30-950.

Standard Form No. 1060
FORM APPROVED BY
COMMISSIONER GENERAL U. S.
August 24, 1928

UNITED STATES OF AMERICA

WAR DEPARTMENT

(Department or Establishment and Bureau or Service)

TEMPORARY RECEIPT

Washington Quartermaster Depot, Washington, D.C. December 18, 1940
(Issuing office) (Date)

I have this day received from Railway Express Agency, Inc.
(Name of transportation company)

at 24th & N Streets, N.W., Washington, D.C. the public property hereinafter described, in apparent
(Actual point of delivery by carrier)

good order and condition, except as noted hereon. This receipt is given for the reason that Bill of Lading No. Not shown, upon which this shipment was made, has not been received by me. This receipt is to be surrendered by carrier upon accomplishment of the bill of lading or a certificate in lieu thereof.

MARKS	NUMBERS ON PACKAGES	NUMBER AND KIND OF PACKAGES	DESCRIPTION OF ARTICLES (Observe strictly carrier's freight classification. Avoid trade or technical names)	WEIGHTS *
Commanding Officer, Washington Q.M. Depot, Washington, D. C. For: Chief of Finance	1	#1 Box		68

Shipped by Quartermaster, Fort Leavenworth, Kansas W/B No. 42446 Date 12-14-40.

The following is a statement of all available facts relative to loss, damage, or shrinkage in transit:

Description:

Weight of such articles, pounds. Invoice value or cost of repairs, \$.....

C.O. Washington Q.M. Depot, Wash., D.C.
By Consignee.

NO TRANSPORTATION CHARGES WILL BE PAID ON THIS TEMPORARY RECEIPT

NOTE.—Carrier will be furnished the above-mentioned bill of lading or a certificate in lieu thereof, duly accomplished, within 30 days from the date of this temporary receipt.
* Show also cubic measurement for shipments via ocean carrier in cases where required. U. S. GOVERNMENT PRINTING OFFICE 10-1076

d. *Commercial bill of lading*.—Used in billing empty tank cars. Also used when contractors' shipments are made f. o. b. destination. (See Consolidated Freight Classification.)

e. *Commercial bill of lading (order bill of lading)*.—When prohibited, see paragraph 2, AR 30-950. (Also see Consolidated Freight Classification.)

CHAPTER 17

HOSPITAL TRAINS

	Paragraphs
SECTION I. General provisions	221-222
II. The medical service and hospital trains.....	223-226
III. The Quartermaster Corps and hospital trains....	227-228

SECTION I

GENERAL PROVISIONS

	Paragraph
Evacuation hospitals	221
How evacuation is effected.....	222

221. Evacuation hospitals.—Evacuation hospitals constitute the bottleneck through which all casualties pass in their transit from the combat zone to the communications zone. They are established as determined by higher authority on railroads leading to the communications zone hospitals in the rear, and from which good roads lead to the division areas in the front. The evacuation of these hospitals is accomplished by the communications zone by means of hospital trains, the arrangements for such evacuation being initiated by the army medical service with the medical regulator, an officer on the staff of the regulating officer. Evacuation hospitals are mobile units of the army.

222. How evacuation is effected.—Evacuation from the communications zone to the zone of the interior is effected by agencies of the zone of the interior and is initiated by the commander of the communications zone in accordance with policies of the War Department and the headquarters of the theater of operations.

SECTION II

THE MEDICAL SERVICE AND HOSPITAL TRAINS

	Paragraph
Reference.....	223
Hospital trains.....	224
Movements of trains in communications zone.....	225
Secondary evacuation	226

223. Reference.—FM 8-5.

224. Hospital trains.—Hospital trains are provided for evacuation of casualties from the combat zone to general hospitals of the

communications zone, from one general hospital to another, and from general hospitals in the communications zone to the zone of the interior or to a port of embarkation. Each type train has a capacity of 300 recumbent patients and their attendants. The number of trains required in the communications zone will depend upon the number of troops engaged, the length of the land line of communications, the relation of the communications zone to the zone of the interior, and the character of the combat.

225. Movements of trains in communications zone.—The movements of hospital trains in the communications zone are arranged by the chief surgeon of the zone with the regulating officer.

226. Secondary evacuation.—This type of evacuation may vitally concern quartermaster transportation officers. Evacuation from a theater of operations to the zone of the interior may be accomplished either by ship or by train, or both; in some situations by motor or by airplane. It is initiated by the commanding general, communications zone, on the recommendation of the chief surgeon, communications zone. General policies governing the classes of patients to be evacuated are determined by GHQ, theater of operations. Aboard ship the sick and wounded usually will be under control of the Navy, in accordance with agreements for the joint operations of the land and sea forces of the United States. In some military situations the evacuation of casualties by sea may be conducted exclusively by the Army. Under circumstances where the communications zone directly adjoins the zone of the interior, hospital trains pass from one zone to another. In such cases there is joint control, movement in and out of the theatre of operations being controlled by a regulating station near the rear boundary of the communications zone. Movements within the zone of the interior are controlled by agencies of the latter.

SECTION III

THE QUARTERMASTER CORPS AND HOSPITAL TRAINS

Messing en route.....	Paragraph 227
Evacuation.....	228

227. Messing en route.—See paragraphs 11, AR 40-590 and AR 30-2210.

228. Evacuation.—*a.* See section IV, AR 30-1110.

b. When the communications zone directly adjoins the zone of the interior, hospital trains made up in the communications zone pass

through regulating stations directly to hospitals in the zone of the interior. The transportation officer stationed at the hospital will make the same general arrangements with the railroads as when troop trains are being unloaded, with due regard to the condition of the patients thereon.

c. When transports are arriving at ports of debarkation with wounded and sick, the transportation officer on the staff of the port commander arranges for the equipment required and cooperates with the medical service in having the equipment prepared for the reception and care of those to be transported.

d. Transportation requests will be issued in the same manner as described in chapters 11 and 12.

CHAPTER 18

REPORTS REQUIRED AND PREPARATION

	Paragraph
References-----	229
Reports-----	230
Preparation-----	231

229. References.—Circular No. 1-16, O. Q. M. G., Publications, Correspondence, and Reports.

230. Reports.—*a.* W. D., Q. M. C. Form No. 200 (Report of Transportation Requests and Bills of Lading). End of each month. (See par. 30, AR 30-910, and par. 23, AR 30-950.)

b. W. D., Q. M. C. Form No. 210 (Report of Shipments). End of each month. (See par. 17, AR 30-905.)

c. W. D., Q. M. C. Form No. 203 (Quarterly Report of Rail Transportation). End of each quarter. (See par. 18, AR 30-905.)

d. Form 2, (Statement of U. S. War Department Transportation Requests). Issued by Quartermaster Corps during calendar month. (See Circular Letter O. Q. M. G., current fiscal year, pertaining to passenger agreements covering military and nonmilitary traffic.)

e. W. D., Q. M. C. Form No. 201 (Report of Government Tank Cars Received and Forwarded). (See instructions on form.)

WAR DEPARTMENT

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300

THE QUARTERMASTER GENERAL

WASHINGTON, D. C.

10-9149

TM 10-370

230

QUARTERMASTER CORPS

WAR DEPARTMENT
Q. M. C. Form No. 202 (Old No. 120)
Approved June 6, 1922

REPORT OF GOVERNMENT TANK CARS RECEIVED AND FORWARDED

Station Fort School, Pa.Date 12-15-1940

If loaded, show commodity

CAR NO.	LOADED EMPTY	DATE SHIPPED	SHIPPING POINT	CONSIGNEE	DESTINATION	DATE OF ARRIVAL	ROUTING
10105	Empty	12/12/40	Ft. School, Pa.	Std Oil Co.	Philadelphia	12/13/40	PRR
10105	Loaded	12/14/40	Philadelphia	Quartermaster	Ft. School, Pa.	12/15/40	PRR

Total number cars on hand { Loaded 1
Empty 1

This report to be rendered when tank cars (either loaded or empty) are received or forwarded.

John Doe Capt., Q.M.C.

(Signature)

U. S. GOVERNMENT PRINTING OFFICE 2-5025

WAR DEPARTMENT

OFFICIAL BUSINESS

PENALTY FOR PRIVATE USE TO AVOID
PAYMENT OF POSTAGE, \$300

f. W. D., Q. M. C. Form No. 202 (Quarterly Detention Report of Loaded Government Owned Tank Cars Operated under Initials GPRX and USQX). (See instructions on form.)

THE QUARTERMASTER GENERAL,

TRANSPORTATION
DIVISION

WASHINGTON, D. C.

2-5002

WAR DEPARTMENT
Q. M. C. Form No. 208 (Old No. 120)
Approved June 6, 1922

QUARTERLY DETENTION REPORT OF LOADED GOVERNMENT-OWNED
TANK CARS OPERATED UNDER INITIALS GPRX AND USQXQuarter ending Dec. 30th, 1940 Station Ft. School, Pa. Date Jan. 1st, 1940

CAR NUMBER	DATE ARRIVED LOADED	DATE MADE EMPTY	DAYS UNDER LOAD	CAR DEMURRAGE SAVING	CAR RENTAL SAVING
10105	12/10/40	12/25/40	15	00	00

This report to be executed in detail and rendered promptly at the end of each quarter.

John Doe, Capt., Q.M.C.

(Signature)

U. S. GOVERNMENT PRINTING OFFICE 20-9145

g. W. D., Q. M. C. Form No. 208 (Car Record Book). (See par. 6, AR 30-975.)

[illegible]

h. Reports of obligations incurred. (See par. 5, AR 35-6130.)

231. Preparation.—*a. Case 1.*—(1) *Shipments made from Ft. School, Pa., during November, 1939.*—Point of origin: Ft. School, Pa.

(2) *Freight.*

Nov. 4, 9,000 lbs., household goods (Col. C. Stacey) to Chicago, Ill., via Pennsylvania Railroad. Gov't. B/L WQ 3041.

Nov. 10, 10,000 lbs., machinery to Buffalo, N. Y., via Pennsylvania Railroad, N. Y., and New York Central Railroad. Gov't. B/L 3043.

Nov. 29, 28,076 lbs., earthenware to Q. M. Sup. O., N. Y. Gen. Dep., Brooklyn, N. Y., via Pennsylvania Railroad and Long Island Railroad. Gov't. B/L WQ 3044.

(3) *Required.*—Prepare W. D., Q. M. C. Form No. 210, showing distribution.

(4) *Solution.*

b. Case 2.—(1) *Passenger transportation, issued at Fort School, Pa., during November, 1939*—Point of origin: Philadelphia, Pa.

(a) On November 3d, to Sgt. Jones and three privates to Fort Mason, (San Francisco), Calif., via P. R. R. to Chicago, the C. B. and Q. to Denver, the D. R. G. and W. to Salt Lake City, and the Western Pacific to destination. Transportation request No. WQ 12345.

(b) On November 15th, to Tech. Sgt. Smith, transportation request No. WQ 12346, to Sacketts Harbor, N. Y., via Reading R. R. to Bethlehem, the C. R. R. of N. J. to Scranton, the D. L. and W. to Syracuse, and the N. Y. C. R. R. to destination.

(c) On November 19th, to Corp. Jones, transportation request No. WQ 12349, to Columbus, Georgia, via P. R. R. to Washington, the Southern R. R. to Columbus.

(2) *Required.*—Prepare "Statement of Transportation Requests Issued" (Interterritorial Committee Form No. 2, showing distribution). In this case report will be submitted to Mr. C. L. Hunter, Chairman, Trunk Line Association, 143 Liberty St., New York City.

(3) *Solution.*

c. Case 3.—(1) *Report of transportation requests and bills of lading issued during month of November, 1939.*—From the following information prepare one copy of "Report of Transportation Requests and Bills of Lading" for the month of November, 1939.

(a) On November 1, 1939, there were on hand transportation requests numbered WQ 14821 to 15000, inclusive.

Q. M. C. Form No. 219
WAR DEPARTMENT
Approved March 24, 1934

REPORT OF SHIPMENTS

(See instructions on reverse side)

MONTH OF November 1939By officer making shipments at Ft. School, Pa.

ROUTING ORDER NO.	B/L, P/O, or CONTRACT NO.	COMMODITY	FROM—	TO—	COMPLETE ROUTE USED	WEIGHT (pounds)
None	B/L WQ 3041	H.H. Goods	Ft. School, Pa. Chicago, Ill.		Pennsylvania RR	9,000
None	B/L WQ 3043	Machinery	Ft. School, Pa. Buffalo, N. Y.		Pennsylvania RR N.Y., N.Y.C. destination	10,000
None	B/L WQ 3044	Earthenware	Ft. School, Pa. Brooklyn, N.Y.		Penna. R.R. N.Y., L.I. R.R. Destination	28,076
<u>Distribution</u> Original and duplicate to OQMG Triplicate, Station Quartermaster File.						

(Signature)..... "X", Captain, Q.M.C. (Title).....

16-10000

INSTRUCTIONS

Except as shown below, report all shipments made, whether covered by route orders or not, including those by commercial automotive transportation under purchase orders or contracts. Do not include shipments by express, parcel post, shipments of less than 3,000 pounds, nor shipments by Government-owned transportation.

When Government bills of lading are furnished to contractors for the purpose of shipping Government property, such shipments will not be reported until the completed bill of lading has been received back from the contractor.

U. S. GOVERNMENT PRINTING OFFICE

8-10344

(b) On November 9th, there were received from the Commanding Officer, Washington Quartermaster Depot, transportation requests numbered WQ 15001 to 15100, inclusive.

(c) During the month of November transportation requests Nos. WQ 14821 to WQ 14860, inclusive, were issued.

(d) Transportation requests Nos. WQ 15001 to 15050, inclusive, were transferred to the Commanding Officer, Philadelphia Quartermaster Depot, during the month.

(e) On November 1, 1939, bills of lading WQ 98476 to 98842, inclusive, were on hand. Received during November, WQ 100001 to 100100, inclusive.

(f) Bills of lading numbered WQ 98601 to 98700, inclusive, were transferred to the Commanding Officer, Philadelphia Quartermaster Depot, during the month.

(g) Bills of lading numbered WQ 98476 to 98523, inclusive, were issued during the month of November, 1939.

(2) *Required.*—Prepare W. D., Q. M. C. Form No. 200, showing distribution.

(3) *Solution.*

FORM 2

PAGE 9

PLACE Ft. School, Pa.
DATE November 30 1940

CERTIFIED:

NAME WYN
TITLE Capt., Q.M.C., Q.M.
BRANCH Army
(ARMY, NAVY OR MARINE CORPS)

187

INSTRUCTIONS

1. This report must show the exact status of accountability for transportation requests and bills of lading. It is to be prepared in duplicate, the original mailed direct to the Office of the Commanding Officer, Washington Quartermaster Depot, Washington, D. C., and the carbon copy filed for your future reference.

2. *Serial numbers* and gross number of requests or bills of lading must be shown in spaces provided therefor.

3. Requests or bills of lading issued, or canceled prior to issue, or issued and returned unused and canceled during the same month, will not be separated but will be reported under inclusive serial numbers in space provided therefor. Canceled requests or bills of lading will not be itemized.

4. Requests and bills of lading issued in one month and reported as issued on report for that month will not again be reported if returned and canceled during a subsequent month, the accountability for same having been adjusted on previous report.

5. *All subtotals and totals must be shown* as provided for and the balance remaining on hand must be arithmetically correct.

6. A physical count of requests and bills of lading on hand must be taken on the end of each month, and the number reported as remaining on hand must agree with the result of such inventory.

U. S. GOVERNMENT PRINTING OFFICE 3-9022

RAIL TRANSPORTATION

WAR DEPARTMENT
Q. M. C. Form No. 200 (Old Form 135)
Approved May 8, 1923

REPORT OF TRANSPORTATION REQUESTS AND BILLS OF LADING

On hand, issued, etc., at Fort School, Pa.

During the month of November, 1939

TRANSPORTATION REQUESTS				
ON HAND FROM LAST REPORT:		Totals	Subtotals	Grand totals
No. <u>WQ 14821</u>	to <u>WQ 15000</u>	<u>180</u>		
No.	to			
No.	to			
No.	to			
No.	to		<u>180</u>	
RECEIVED DURING MONTH:				
No. <u>WQ 15001</u>	to <u>WQ 15100</u>	<u>100</u>		
No.	to		<u>100</u>	<u>280</u>
ISSUED AND CANCELED DURING MONTH:				
No. <u>WQ 14821</u>	to <u>WQ 14860</u>	<u>40</u>		
No.	to			
No.	to			
No.	to		<u>40</u>	
TRANSFERRED DURING MONTH:				
No. <u>WQ 15001</u>	to <u>WQ 15050</u>	<u>50</u>	<u>50</u>	<u>90</u>
REMAINING ON HAND AT END OF MONTH:				
No. <u>WQ 14861</u>	to <u>WQ 15000</u>	<u>140</u>		
No. <u>WQ 15051</u>	to <u>WQ 15100</u>	<u>50</u>		
No.	to			
No.	to			
No.	to		<u>190</u>	<u>190</u>

BILLS OF LADING				
ON HAND FROM LAST REPORT:		Totals	Subtotals	Grand totals
No. <u>WQ 98476</u>	to <u>WQ 98842</u>	<u>367</u>		
No.	to			
No.	to			
No.	to		<u>367</u>	
RECEIVED DURING MONTH:				
No. <u>WQ 100001</u>	to <u>WQ 100100</u>	<u>100</u>	<u>100</u>	<u>467</u>
ISSUED AND CANCELED DURING MONTH:				
No. <u>WQ 98476</u>	to <u>WQ 98523</u>	<u>48</u>		
No.	to			
No.	to		<u>48</u>	
TRANSFERRED DURING MONTH:				
No. <u>WQ 98601</u>	to <u>WQ 98700</u>	<u>100</u>	<u>100</u>	<u>148</u>
REMAINING ON HAND AT END OF MONTH:				
No. <u>WQ 98524</u>	to <u>WQ 98600</u>			
No. <u>WQ 98701</u>	to <u>WQ 98842</u>			
No. <u>WQ 100001</u>	to <u>WQ 100100</u>			
No.	to			

Distribution
77 Original - C.O. Wash.
142 Q.M. Depot, Wash., D.C.
100 Duplicate - File
319 319

I certify that the foregoing report is correct. The Transportation Requests and Bills of Lading shown as TRANSFERRED DURING MONTH were transferred to The Commanding Officer
Philadelphia Quartermaster Depot

(Date) November 30, 1939 (Signature) "X"
(Rank) Captain, Q.M.C., Q.M.

(OVER)

2-5025

QUARTERMASTER CORPS

WAR DEPARTMENT
Q. M. C. Form No. 208 (old No. 144)
Approved June 15, 1922
Revised July 25, 1925

WAR DEPARTMENT
OFFICE OF THE QUARTERMASTER GENERAL
WASHINGTON

SUBJECT: Quarterly Report, Rail Transportation at Fort Benning, Georgia
for the period ending September 30, 1940

To: The Quartermaster General of the Army, Washington, D. C.

Bills of lading issued.....	382	Bills of lading received.....	1,181
Transportation requests issued: Total No.....	607	Total passengers.....	1,498
Switching orders issued.....	None	Dray tickets issued.....	None
Carload freight shipped: No.....	125	cars; total pounds.....	3,143,957
Carload freight received: No.....	899	cars; total pounds.....	46,223,099
Less carload freight shipped, pounds.....			222,093
Less carload freight received, pounds.....			1,989,919
Number shipments express forwarded, pounds.....	55 shipments		4,785
Number shipments express received, pounds.....	130 shipments		49,007
Number shipments parcel post forwarded, pounds.....	26 shipments		308
Demurrage accrued on.....	No. cars		\$.

PERSONNEL EMPLOYED

DESIGNATION	NUMBER	SERVICE PERFORMED BY EACH PERSON	SALARIES, PAY PER MONTH	WAGES, PAY PER MONTH
Master Mechanic	1	In Charge Ry. Shops	\$316.66	
Principal Clerk	1	Principal Clerk	216.66	
Steno-Clerk	1	Stenographer & Clerk	120.00	
Clerk	1	Clerk-Typist	125.00	
Blacksmith	1	Blacksmith & Asst. Mr. Mechanic		\$191.66
Boilermaker	1	Boilermaker		183.33
Machinists	3	Machinists @ 183.33 per month		549.99
Machinist	1	Machinist		175.00
Engineer, Crane	1	Locomotive Crane Operator		183.33
TOTAL PERSONS.....	11	Carried Forward.....	\$ 778.32	\$1283.31

GOVERNMENT-OWNED RAILWAY TRACK, ROLLING STOCK, AND CRANES

Standard-gauge railway track (weight of rail per yard 80#), miles or fraction..... 11.9
 Narrow-gauge railway track (weight of rail per yard 25#), miles or fraction..... 18.54
 Number of standard-gauge locomotives on hand..... 2
 Number of narrow-gauge locomotives on hand..... 18
 Number of locomotive cranes on hand..... 5; capacity..... 40; 35; 30; 20 & 20 tons
 Number of clamshell buckets on hand..... 6; capacity..... 4-1 1/2 Cu.Yds., 2-1 Cu.Yd.
 Number of orange-peel buckets on hand..... 0
 *Number of standard-gauge cars on hand: B 1, G 0, F 6, D 7, P 0, T 21
 *Number of narrow-gauge cars on hand: B 1, G 62, F 51, D 0, P 34, T 5
 Number of standard-gauge push cars..... 1 Hand lever cars..... 0 Motor cars..... 1-60-c/m
 Number of FWD trucks equipped with flanged wheels..... None
 Switching done by other than Government forces..... H. A. Page, Jr. Show cost per car..... Free
 Railway track scales installed..... 1; make..... Howe Scale Company; capacity..... 100 tons
 Railway track scales on hand not installed..... None; make.....; capacity.....

COST OF REPAIRS TO RAILROAD ROLLING STOCK AND CRANES
LISTING EACH CLASS OF EQUIPMENT

MAKE	No.	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
			Materials	Labor	Total
American Locomotive #3914			\$ 334.19	\$.00	\$ 334.19
Davenport Locomotive #1705			6.37	52.64	59.01
Davenport Locomotive #1710			195.50	660.61	856.11
Davenport Locomotive #1712			20.40	196.31	216.71
Davenport Locomotive #1713			4.18	86.52	90.70
Oils and lubricants.....	gals. 277	\$ 52.11	gals. \$.	gals. \$.	gals. \$.
Waste consumed.....	lbs. 225	\$ 33.75	lbs. \$.	lbs. \$.	lbs. \$.
Coal consumed in locomotives.....	tons 221	\$ 977.64	tons. \$.	tons. \$.	tons. \$.
Coal consumed in cranes.....	tons 30	\$ 121.20	tons. \$.	tons. \$.	tons. \$.
Gas consumed in FWD trucks.....	gals. 0	\$.00	gals. \$.	gals. \$.	gals. \$.
Gas consumed in gas locomotives.....	gals. 0	\$.00	gals. \$.	gals. \$.	gals. \$.

NOTE.—If additional space is required for listing personnel, use reverse side.
 Render report in duplicate.

*KEY: B=box; G=gondola; F=flat; D=dump; P=passenger; T=tank.

8-2280 U. S. GOVERNMENT PRINTING OFFICE

Reporting Officer.

RAIL TRANSPORTATION

APPENDIX I

ABBREVIATIONS

These are explanations of abbreviations of restricted application to transportation activities. Their use should be with full appreciation that this special application is at variance with similar abbreviations in FM 21-30.

A. A. R.	Association of American Railroads. (<i>See also</i> A. R. A.)
A. Q.	Any quantity. The rate applies whether L. C. L. or C. L.
A. R. or AR	All rail movement (also A/R).
A. R. A.	American Railway Association.
A. T. S.	Army Transport Service.
A. W.	All water movement (also A/W).
B. B.	Break bulk.
B. of E.	Bureau of Explosives.
B. & I. B.	Billing and Instruction Book.
B/L	Bill of lading.
B. O.	Bad order (used in connection with defective railroad cars).
C. F. A.	Central Freight Association.
C. F. C.	Consolidated Freight Classification.
C. F. T. B.	Central Freight Tariff Bureau.
Class'n.	Classification.
C. L. or C/L	Carload.
C. L. Min.	Carload minimum weight.
C. P. A.	Central Passenger Association.
C. T. B.	Chief of Tariff Bureau.
D/B/A	Doing business as (used in connection with commercial motor carriers).
D. D.	Double deck (applicable to certain types of stock cars).
D. F. A.	Division Freight Agent.
D. O.	Delivery order.
D. P. A.	Division Passenger Agent.
D. R.	Destination release.
E. B.	Eastbound.
E. F. I. B.	Eastern Freight Inspection Bureau.

Ex. B. L.	Exchange bill of lading.
F. A.	Free astray; freight agent.
F. B. or F/B	Freight bill.
F. C. B.	Freight Container Bureau, A. A. R.
F. O. B.	Free on board.
F. T. M.	Freight Traffic Manager.
F. X.	Form of freight tariff concurrence.
G. F. A.	General freight agent.
G. P. A.	General passenger agent.
G. T.	Gross ton (per ton of 2,240 pounds).
I. C. Act	Interstate Commerce Act.
I. C. C.	Interstate Commerce Commission.
I. C. C. No.	Number identifying a tariff on file with the I. C. C.
I. C. C. Rep.	Interstate Commerce Commission Reports.
Inf. L.	Inflammable liquid.
Inf. S.	Inflammable solid.
I. L.	Interline.
Int.	Interchange.
Jct.	Junction.
J. M. P. A.	Joint Military Passenger Agreement.
J. M. P. E. A.	Joint Military Passenger Equalization Agreement.
K. D.	Knocked down.
K. D. C. L.	Knocked down, carload.
K. D. F.	Knocked down flat.
K. D. L. C. L.	Knocked down, less-than-carload.
L. C. L.	Less-than-carload
L. & D.	Loss and damage.
L. & R.	Lake and rail movement.
Ltge.	Lighterage.
L. T. L.	Less-than-truckload.
M. C. Act	Motor Carrier Act.
M. T. S.	Military Transportation Section, Car Service Division, A. A. R.
Mty.	Empty car.
N. B.	Northbound.
N. E. F. A.	New England Freight Association.
N. E. P. A.	New England Passenger Association.
N. M. F. C.	National Motor Freight Classification.
N. O. I. B. N.	Not otherwise indexed by name (a classification and tariff term).
N. O. S.	Not otherwise specified.
Nstd.	Nested (packed one within another).

RAIL TRANSPORTATION

N. T.	Net ton (per ton of 2,000 pounds).
O. C.	Official classification.
O/N.	Order-notify (used in connection with order bills of lading).
O. & R.	Ocean and rail movement.
O. S. & D.	Over, short, and damaged (report).
P. A.	Passenger Agent.
Pkg.	Package.
P. P.	Parcel post; Prepaid.
P. S. C.	Public Service Commission.
P. T. M.	Passenger Traffic Manager.
P. U. C.	Public Utilities Commission.
P. U. & D.	Pick-up and delivery.
Rel.	Released.
R. E. R.	Railway Equipment Register.
R. & L.	Rail and lake movement.
R. L. & R.	Rail, lake, and rail movement.
R. & O.	Rail and ocean movement.
R. O. & R.	Rail, ocean, and rail movement.
R. P. O.	Railway post office.
R. & T.	Rail and truck.
R. & W.	Rail and water movement.
S. B.	Southbound.
S. C.	Southern Classification.
S. C. S.	Superintendent Car Service.
S. D.	Single deck (livestock car).
S. E. T.	Southeastern Territory.
S. F. A.	Southern Freight Association.
S. F. I. B.	Southern Freight Inspection Bureau.
S. L. & C.	Shipper's load and count.
S. O.	Shipping order; ship's option.
S. P. A.	Southern Passenger Association.
S. S.	Steamship; shipside.
Str.	Steamer.
S. U.	Set up.
S. U. C. L.	Set up, carload.
S. U. L. C. L.	Set up, less-than-carload.
S. W. P. A.	Southwestern Passenger Association.
S. W. T.	Southwestern Territory.
T-C F. B. T.	Transcontinental Freight Bureau Territory.
T. C. P. A.	Transcontinental Passenger Association.
T-C W. & I. B.	Transcontinental Weighing and Inspection Bureau.
Term.	Terminal.

App. I

QUARTERMASTER CORPS

Tfr.	Transfer.
T. L.	Truckload.
T. L. A.	Trunk Line Association.
T. L. F. A.	Trunk Line Freight Association.
T. R. or T/R	Transportation request.
U. S. M. C.	United States Maritime Commission.
U. S. Q. X.	Government owned tank car (WD).
W. B.	Waybill; Westbound.
W. C.	Western classification.
W/M	Weight or measurement.
W. M. B.	Western Military Bureau.
W. P. A.	Western Passenger Association.
W. T. L. A.	Western Trunk Line Association.
W. W. & I. B.	Western Weighting and Inspection Bureau.
x car	From car (used on waybills when contents of a car have been transferred).
Yd.	Yard.

APPENDIX II

TRAFFIC GLOSSARY

A large number of the definitions hereunder were based upon definitions published in the reports of the Federal Coordinator of Transportation. All terms, however, have been defined from the viewpoint of the United States Army.

Abandonment.—Refusal to accept a shipment from the delivering carrier because it has become so damaged in transit as to be rendered worthless. Abandonment can be exercised only by one who has a property right in the shipment. The term is to be distinguished from *rejection* (see par. 35, AR 30-950). When the property belongs to the Government the provisions of paragraph 4, AR 35-6640, govern where the shipment was transported by common carrier, Army or Navy transport, or parcel post. As a general rule the destination quartermaster has no authority whatsoever to abandon Government property. Instances not covered by Army Regulations should be called to the attention of the property officer at destination for instructions, although prudent and prompt action by the quartermaster transportation officer at destination *may* at times be required or demanded by the urgency of the matter. (See also sec. IX, AR 30-955.)

Absorption.—Local agents should be consulted.

Acceptance.—The receipt by the consignee of the shipment, thereby terminating the carrier's liability both as a common carrier and as a warehouseman if the free time has been exceeded.

Accessorial services.—Services rendered by carriers which are secondary to the transportation proper. Instances are storage, switching, and diversion. A carrier's tariff index will indicate accessorial services which are offered to the public.

Agency.—The legal relationship existing between two persons, artificial or natural, by which one is authorized to transact certain business for the other.

Agency tariff.—A tariff issued by an agent for more than one transportation line.

Agent.—A person authorized to act for another in the transaction of certain business.

Aggregated shipments.—A number of relatively small shipments for one destination which are combined and shipped as one in order

to reduce the transportation cost. (See par. 5, AR 30-955.) A shipping quartermaster is permitted a great deal of discretion in these matters and is responsible for the careful expenditure of mon-
eys appropriated for transportation.

Agreed valuation.—The value of the articles in a freight shipment agreed upon as the basis upon which the freight rate is assessed. This valuation establishes a value beyond which recovery cannot be had in the event of loss or damage in transit. (See par. 14*t*, AR 30-955.)

The Government is a self-insurer. (See Released rates.)

American Railway Association.—(See Association of American Railroads.)

Any quantity rate.—A freight rate that makes no distinction between carload and less-than-carload freight.

Assemblage.—Work or expense in assembling vehicles for, during, or after movement.

Association of American Railroads.—An organization of American railways formed in April 1891 under the name of the American Railway Association. The membership of this association includes all of the principal railroad companies of the United States, Canada, and Mexico. From the standpoint of the Army, the Association of American Railroads is a very important element of our national defense in that the association maintains a Troop Movement Bureau in the Office of The Quartermaster General for the purpose of rendering assistance in the movement of troops and supplies both in peace and in war. In times of national emergency trained traffic experts are made available to Army officials at important centers to assist in the movement of troops and supplies. (See sec. II, ch. 7.)

Atlantic coastwise (and inland) water carriers.—Water line operators engaged in coastwise transportation along the Atlantic Coast between Maine and Florida and on tributary rivers and bays.

Atlantic gulf water carriers.—Water carriers whose major operations are between the Gulf of Mexico and Atlantic coastal ports.

Authorized baggage.—Household goods and other personal property; does *not* include, however, personal baggage carried free on tickets, professional books and papers, groceries, provisions, or automobiles. (See par. 9, AR 30-960.)

In time of war or threatened war, temporary or permanent change of station allowances of authorized baggage are suspended.

Average agreement.—See paragraph 4, AR 30-975. Briefly, this type of agreement, authorized by the National Car Demurrage Rules of the railroads and published in tariff form, provides for a

RAIL TRANSPORTATION

system of crediting and debiting in order to arrive at a *monthly* total for the assessment of demurrage charges for cars held in excess of the free time allowed by the carriers. A car loaded or unloaded and released within the first 24 hours after placement for loading or unloading, computed from the first 7 a. m. after such placement, is entitled to a "credit." Forty-eight hours are allowed by the carriers for loading or unloading, computed from the first 7 a. m. after placement. The succeeding 4 days (96 hours) of additional time cause one "debit" to accrue for each day. These debits are offset by the credits earned by the release of cars within 24 hours. Not more than one credit can be earned on any one car (inbound and outbound movements to be treated as two cars for this purpose), and not more than four credits can be applied to offset debits accruing on any one car. The holding of a car beyond 6 days (not including Sundays and holidays) causes a much higher daily charge to be made which cannot be offset by credits earned on cars released within the first 24 hours. For further details see Rule 9, The National Car Demurrage Rules and Charges. It should be borne in mind that credits earned on cars held for loading cannot be used to offset debits accruing on cars held for unloading, nor can credits earned on cars held for unloading be used to offset debits accruing on cars held for loading. (See Demurrage charge.) At the end of each calendar month the debits and credits are balanced and debits in excess of credits cause a charge to be made.

Baggage, checkable.—Checkable personal baggage consists in general of trunks and the hand baggage usually carried by travelers. Existing agreements with the carriers provide that the following articles will be carried in baggage service under the terms and conditions specifically authorized in current baggage tariffs, the tariffs to be consulted to ascertain terms and conditions:

Officers' bed rolls.

Kit bags (including aviators' kit bags).

Trunk lockers, shoulder packs, and squad boxes.

Desks, field (company and regimental).

Dispensaries (battalion and regimental).

Litters with slings.

Tools, cobblers' kits.

Typewriters, properly enclosed.

Ranges.

Rations.

Boxcar.—A car with sides enclosed and having a roof, used for general service and especially for lading which should be protected from the elements and which is susceptible to pilferage.

Branch line.—Continuous section of railway over which a through freight or passenger train is not regularly operated each business day.

Caboose.—Freight train car usually attached to the rear of a freight train for the use of trainmen in giving and receiving signals, handling car records, and performing other duties. Sometimes used incidentally for passengers, especially livestock caretakers or attendants.

Car.—A vehicle used by railways for the transportation of passengers or freight.

Arms Palace.—Specially constructed stock car with individual stalls. These cars are operated by the Arms Jaeger Horse Car Company. The cars permit feeding and watering of animals without unloading. Capacity is 16 to 20 animals. The per diem charge for these cars is almost double that of ordinary stock cars and the supply thereof is limited. Existing Army Regulations provide that Arms Palace cars will be used for the shipment of (1) newly purchased animals and (2) other animals when the journey is long and the distance between feed and rest stations is such that feeding and watering at the prescribed intervals are not practicable, the prescribed intervals for feeding and watering animals while in transit being 20 hours. (Par. 7, AR 30-965.)

Kitchen.—When the time required for the journey will exceed 48 hours, and the number of men to be transported is 30 or more, baggage cars or suitable boxcars (open end) will be used on the basis of one car for each 200 men or fraction thereof, as kitchens for preparing meals en route and the carrying of the necessary rations therefor. See paragraph 175 and TM 10-405 (now published as TM 2100-152).

Standard freight.—The American boxcar is 36 feet 6 inches long, inside measurements, and this length is used as a basis for establishing minimum carload weights, the minimum increasing with the length of the car (par. 6, AR 30-950). The 40-foot car is now becoming the standard and cars 36 feet 6 inches are no longer being built.

Standard sleeping.—The modern standard sleeping car as furnished by the Pullman Company contains 12 sections and a

drawing-room. The interior is finished with upholstery, and the car is equipped with large lavatories for men and women, modern standard lamps, and fans. It is lighted by electricity and is vapor-heated.

Tank, Government owned.—At the present time there are available in the United States for use in hauling gasoline, fuel oil, lubricants, and other liquids from points of purchase to destinations several hundred Government owned tank cars. It is desired to utilize these tank cars wherever practicable. Such utilization effects a saving to the Government in the cost of the commodity and eliminates demurrage and rental charges for commercial tank cars. (Par. 14, AR 30-905.)

Tourist sleeping.—Similar in all respects to a standard sleeping car, the general exception being that it is limited in comfort facilities in that it has no smoking room. Older types are oil-lighted and have rattan instead of plush upholstery. This type of equipment is regularly operated west of Chicago, Illinois, St. Louis, Missouri, Memphis, Tennessee, Vicksburg, Mississippi, and New Orleans, Louisiana, the cost being lower than for standard sleeping-car equipment. This type of equipment is available for troop movements anywhere in the United States, upon timely arrangements, when the duration of use and number of troops warrant utilization.

Car float.—A vessel equipped with tracks for the purpose of transferring railway cars by water between terminals which are adjacent to or near each other.

Carload.—A quantity of freight which is loaded in or on a freight car and which is entitled to a certain rate of freight because the weight thereof equals or exceeds that specified in the carrier's tariff for the application of that rate.

Carriers, common.—The common carrier of goods is one who holds himself out, in the exercise of a public calling, to carry goods for hire for whomsoever may employ him.

Charges.—Rates, fares, or any compensation demanded by a carrier for its services.

Consignee.—The officer or other person to whom the last carrier turns over the shipment is the consignee.

Example: A shipment of household goods is turned over to the Post Quartermaster, Fort School, Pennsylvania, by Captain Smith, Cavalry, for shipment on Government bill of lading and

delivery to him at Fort Bliss, Texas. The shipment would be marked as follows:

Quartermaster,
Fort Bliss, Texas.
For Capt. Smith, Cavalry.

Hence, the officer or other person to whom the last carrier would turn over the shipment, namely, Quartermaster, Fort Bliss, Texas, becomes the consignee, and is not necessarily the person to whom the property is invoiced or for whose use it is intended. (Par. 5, AR 30-950.)

Consignor.—Officer or other person who issues original bill of lading.

Constructive placement.—When, due to inability of the consignor or consignee to receive a car, the car is held by the carrier and the free time commences to run.

Constructive possession.—This expression will be met with from time to time in connection with the shipping of property with troop movements. It means that the organizational property, accompanied by shipping tickets, is placed in the custody of the shipping quartermaster for the purpose of preparing bills of lading.

Container car.—Flat or drop side gondola car, suitable for the transportation of containers interchangeable between railway and highway vehicle chassis.

Demurrage charge.—An assessment against the shipper or consignee for the detention of a vessel or railway car beyond the period of free time allowed for loading or unloading. The free time allowed for loading and unloading a freight car is usually 48 hours and begins at 7:00 a. m., subsequent to the time of actual or constructive spotting or placing of same for loading or unloading purposes. Quartermasters are held responsible for the prevention of demurrage. (Par. 2, AR 30-975.) (See Average agreement.) Rules and regulations of the railroads are published in what is known as The National Car Demurrage Rules and Charges. They are published by B. T. Jones, Agent, 608 S. Dearborn Street, Chicago, Illinois, and filed with the Interstate Commerce Commission, and the several state regulatory commissions. Quartermasters may request a copy of this tariff through the representative of the M. T. S. accredited to their offices. In connection with rail transportation this term has been defined by the Interstate Commerce Commission as “a charge for undue detention of cars by shippers.” (60 I. C. C. 116.) The purpose of assessing demurrage charges is to promote car efficiency by penalizing undue detention of cars. (253 U. S. 319.) Due to the heavy volume of traffic in time of war it is of utmost importance to utilize

the available car supply to the maximum, and all quartermasters should anticipate the demands which may confront them in connection with loading and unloading of cars, and provide the necessary personnel and facilities for these purposes. The penalties (demurrage charges) are of minor importance compared with the maximum utilization of the carriers' rolling equipment.

Density (commodity).—Weight in pounds per cubic foot.

Depot, or freight depot.—Station where freight or passengers are received by a carrier for transportation, or are delivered by a carrier after transportation.

Destination.—Terminus of a passenger or a shipment.

Destination carrier.—Carrier performing the last part of the road movement.

Destination release.—Signification by the commanding officer at destination that he can and will receive and unload, within 48 hours after arrival, the cargo involved.

Diversion and reconsignment.—Synonymous terms applicable to supplies turned aside to a new consignee or another destination. (See sec. VIII, AR 30-955; par. 4, this manual.)

Embargoes.—A prohibition imposed by law on commerce or on movements of freight into restricted territory. To obviate railroad congestion at military posts, camps, and stations, The Quartermaster General is vested with the authority as traffic manager for the War Department of declaring embargoes on the movements of property of the War Department when necessary. Such embargoes apply to carload lots only. When conditions at a post or station warrant an embargo, The Quartermaster General will be advised of the number of cars on hand and en route and the unloading capacity at the particular point in question (AR 30-970.)

Emigrant movables.—This term is at times applicable to the movement of personal baggage of military personnel at Government expense, and when applicable, such shipment is carried at reduced rates. The term includes only second-hand household goods or personal effects, such as clothing, not exceeding one second-hand piano, tools and other hand implements, fence posts, wire, lumber, grain, shrubbery or trees, feed for livestock, poultry not exceeding 500 pounds, and livestock not exceeding 10 head. (Consult current Consolidated Freight Classification.)

Entraining officer.—The general duties of an entraining officer, when so detailed, are to assist the train commander in making reconnaissances of approaches to train, superintend loading of troops

and their accompanying property, and such other military duties directed by the train commander. (Par. 14, AR 30-945.)

Equipment.—Any vehicle, railway, highway, or waterway used in freight or passenger service.

Express service.—An expedited type of freight transportation in special cars equipped to travel on passenger or express trains.

Facilities.—Any unit or units of property, real or personal, utilized in carrier service.

Ferry car.—(See *Trap car*.)

Flat car.—A freight car having a floor laid over its sills and without any housing or body above.

Foreign car.—Car not owned by the railway by which it is being handled at the time.

Freight.—All property transported for hire, except mail, baggage, and express.

Freight land-grant equalization agreement lines.—A group of railroads and common carriers whose routes in some cases run parallel to land-grant railroads, who have voluntarily entered into an agreement with the Government to extend the rates on movement of freight as land-grant lines. (Cir. No. 3, O. Q. M. G.)

Freight train.—A unit or a combination of units or equipment (except light locomotives), moving over tracks by self-contained motive equipment in connection with the movement of freight.

Gateway.—A junction for interchange between two or more railroads of different regional groups.

Gondola car.—A car with sides and ends but without a top covering, the floor or bottom being level, or approximately so, and used for freight in bulk or certain military equipment or impedimenta. Types: high side, low side, drop end, drop bottom, general purpose, and convertible.

Great Lakes system water carriers.—Carriers operating on the Great Lakes, St. Lawrence River system, and the New York Barge Canal.

Handling.—The receipt, delivery, interchange, or intermediate switching of freight traffic in a terminal.

Highway carrier.—A common, contract, or private carrier by highway.

Hopper car.—A car with sloping floor which will discharge a major portion of its load by gravity through hopper doors.

House track.—Track within a terminal area serving the station of a carrier on which and at which cars are loaded and unloaded.

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Hudson River gateways.—Points of interchange between New England and Central East railways, such as New York City, Maybrook, Albany, Troy, Rouses Point, etc.

Industrial assemblage.—Switching of cars on, to, or from industry tracks, excluding classification, transfers, and interchange.

Industry track.—Track upon which system trains receive or deliver freight to or from patrons under a contract, arrangement, or practice, where such patrons or group of patrons are served to the exclusion of the general public, such as industrial spur tracks, industrial side tracks, plant facility tracks, or industrial connecting tracks. It includes assigned sidings. The Army uses this type of track for both freight and passengers.

Inland waterway carriers.—Carriers operating on all inland rivers and canals (exclusive of those connecting the Great Lakes).

Interchange.—Transfer of a shipment moving on a through bill of lading over a joint route of two or more carriers from one to another of the carriers whose lines constitute all or part of such joint route.

Intercoastal water carriers.—Water carriers plying between Atlantic and Pacific coast ports in the United States.

Interline traffic.—Traffic handled by two or more road-haul carriers.

Intermediate carrier.—Carrier other than the originating or delivering carrier participating in the movement of interline traffic.

Joint facilities.—Any carrier facility used jointly or in common by two or more carriers.

Joint military passenger agreement.—This is an agreement between The Quartermaster General, Chief of the National Guard Bureau, Chief of Bureau of Navigation, U. S. Navy, and the Quartermaster, U. S. Marine Corps, representing the armed forces of the United States on the one hand and the principal carriers, both rail and water, on the other. These agreements are revised yearly. The essence of the agreement provides that the carriers who subscribe thereto will extend special rates to the Government in return for an equitable share of the Government's business.

Joint military passenger equalization agreement.—For the transportation of persons for whom the United States Government is lawfully entitled to reduced fares or charges over land-grant roads, when the movement is made under United States Government transportation requests of the issue of the War Department, Navy Department, or Marine Corps, and the cost of the transportation is paid exclusively from appropriations of the three-named departments, certain lines other than land-grant roads have volun-

tarily entered into an agreement with the Government to extend the same rate as land-grant railroads.

Joint traffic.—The transportation of passengers or freight in which the services of two or more carriers are employed.

Lake lines.—Water carriers operating on the Great Lakes.

Land-grant railroads.—During the early settlement period of the West and Southwest (1830–1890), the Government induced railroad companies to extend their lines into those territories by donating grants of public land for rights-of-way. The several acts of Congress specify that those roads shall transport troops and property of the United States at 50 percent of the commercial cost, hence the term 50 percent land-grant lines. Most of the existing land-grant lines are west of the Mississippi River and include such trunk lines as the Southern Pacific, Union Pacific, Northern Pacific, and many others. Obviously, it is important that shipping quartermasters patronize land-grant lines when it is of interest to the Government to do so. (Cir. No. 5, O. Q. M. G.)

Limited train.—A fast train which stops for passengers only at a limited number of important stations, as contrasted with a local train which stops at the smaller stations.

Loaded car.—A railway car under load (passenger or freight, C. L. or L. C. L.).

Local traffic.—Traffic handled by a single road-haul carrier.

Main line.—A continuous section of railway over which one or more through trains are regularly operated every business day.

Manifest freight train.—A through freight train, the cars or character of equipment handled being limited because of the speed at which the train is scheduled or regularly operated.

Metropolitan area.—A city and all surrounding territory, cities, towns, and suburbs with which it constitutes a social, economic, trade, and physiographic unit connected by a system or systems of suburban service.

Military railways.—Current Army Regulations define military railroads as being all railroads and related facilities in the theater of operations and those constructed as part of the ammunition service or as firing positions for railway artillery at seacoast fortifications. The Corps of Engineers is charged with the construction of all railroads in the theater of operations. It is also charged with the operation and maintenance of all military railroads in the theater of operations and in such parts of the zone of the interior as may, in an emergency, be designated by the War Department. The Quartermaster Corps will have the same duties in connection with

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the shipment of supplies over military railroads as it has in connection with their shipment over railroads operated by commercial agencies.

Military transportation section.—A voluntary organization created by the railroads of the country to assist them in providing the United States Army with transportation facilities when and where desired, and to assist The Quartermaster General in successfully performing his duties as traffic manager of the War Department.

Minimum carload weight.—The lowest weight upon which a carload rate is applicable.

Pacific coastwise (and inland) water carriers.—Water line operators engaged in coastwise transportation along the Pacific coast between Puget Sound and Southern California and on tributary rivers and bays.

Package.—The term “package” where used in connection with rail shipments applies equally to boxes, crates, barrels, bundles, and all other loose pieces. (Par. 8*b*, AR 30-955.)

Pick-up and delivery service.—Supplementary motor vehicle service under the contract of shipment (bill of lading) in which the railroad company dispatches motortrucks to a consignor's place of business to pick up less-than-carload shipments and deliver them to a railroad station for forwarding via rail and/or to deliver the shipments by motor vehicle to the consignee's place of business.

Proportional rate.—A specific rate to or from a basing point for combination with other proportional or local rates to form a through rate.

Rate territory.—A geographic division of the country for rate-making purposes or for railway joint traffic bureaus or associations.

Rebilling.—Issuing an additional waybill to extend or complete the final haul of freight.

Reciprocal switching rate.—A rate charged one carrier by another carrier, usually lower than the rate for the same service accorded the public generally, for switching inbound or outbound carloads, and customarily absorbed by the line-haul carrier.

Reconsignment.—(See Diversion and reconsignment.)

Released rates.—A rate based on a limitation of the carrier's liability for loss or damage, and therefore less than a rate applying without such limitation. Whenever an interstate carrier publishes a rate of this kind, permission must be obtained from the I. C. C. in the form of a released rates order. Released rates are not to be confused with rates based on *actual value*. (See Agreed valuation.)

Road haul.—Movement from one terminal area to another terminal area.

Road-haul carrier.—A carrier moving a shipment between terminal areas.

Road-haul interchange.—Interchange between carriers, within a terminal area, of shipments which neither originated nor terminated within such area.

Road service.—Movement of passengers or freight between terminal areas.

Routing.—The determination, prescription, and establishment of through or joint routes, the provision of reasonable facilities, rules and regulations for operating same, and the carriers or junctions over or through which joint traffic shall flow. (See ch. 10.)

Routing symbol.—When two or more carloads are moved by rail, water, or combined rail and water, under Government bill of lading, from a single point of origin to a single point of destination, even though the daily carload movement may consist of less than the carloads, the route will be prescribed by a written routing order issued by The Quartermaster General. The route prescribed by The Quartermaster General is given a number by his office, and is in turn quoted on the face of the bill of lading, and is then referred to as the routing symbol.

Schedule.—The integrated movement of one or more carrier vehicles, such as trains, tows, boats, trucks, or tractors with or without trailers.

Services.—Any operations, methods, practices, functions, or acts performed in or incident to the transportation of passengers or freight, wholly or partly by carriers.

Shipment.—Consignment of property transported by a carrier for hire from one consignor to one consignee.

Ship's option.—A right often reserved by water carrier to base charge on either weight or space, whichever produces greater revenue.

Southeast junctions.—Interior junctions in the southeastern States at which railroads interchange.

Southwest junctions.—Interior junctions in the southwestern States at which railroads interchange.

Spotting (cars).—Switching to a specified location.

Storage.—Act of, or charge for, providing space and custody for property. Actually storage, as the term is used by the carriers, falls within two classes, that is, voluntary and involuntary storage. Voluntary storage is that contemplated by the shippers, consignees, and carriers at the time the contract of shipment (bill of lading)

is executed, and is generally commingled with the transportation itself. Certain "storage-in-transit privileges," are published in carriers' tariffs. Involuntary storage is the occupancy of the carriers' premises after the free time allowed by the carriers has expired, for which the carriers must receive additional compensation. *There is no such thing as an average agreement in connection with storage.* Storage rules and charges are published in tariff form, filed with the I. C. C. and the several State regulatory commissions, and may be obtained from the same agent who issues the demurrage tariff through the representative of the M. T. S. accredited to the office of the quartermaster. (See AR 30-975.) The term "storage" is generally applicable to incoming freight (less-than-carload lots) when left in the carriers' facilities beyond the period of free time, which is usually 96 hours.

Switching limits.—Boundaries of defined area beyond which certain switching services, privileges, or charges do not extend.

Tariff.—A published schedule showing the rates, fares, charges, classification, rules, regulations, and other provisions applying to transportation and incidental services.

Team track.—Track within a terminal area upon which cars are loaded or unloaded on, to, or from trucks or wagons and drayed to or from the warehouse of the consignor or consignee.

Terminal allowance.—Amounts paid by carriers to other than carriers for any service performed in connection with the collection, delivery, switching, or unloading of cars on industry tracks served by such carriers, including plant facility allowances. (See Pick-up and delivery.) Also refer to Ex Parte No. 104, Practices of Carriers Affecting Operating Revenues or Expenses, Part II, Terminal Services, 209 I. C. C. 11, in the event the post, camp, or station has a complex switching arrangement or problem.

Terminal carrier. (See Destination carrier.)

Terminal service.—Yard or depot service at origin and destination of shipments, or in connection with passenger traffic.

Terminating carrier.—Final road-haul carrier (carrier possessing the waybill) of traffic terminated either upon the line of such carrier or by a connection switching delivery for its account.

Trackage rights.—Permission to use tracks operated by others for the movement of trains, but without exclusive possession. (See sec. II, ch. 10.)

Train.—A unit or combination of units of railway equipment in condition for self-propelled movement over railway tracks.

Train commander.—The senior line officer present for duty

accompanying a body of troops overland by rail becomes train commander. He is the sole intermediary between the troops and the railroad personnel. He is responsible for the discipline and conduct of the troops aboard his train section. He will make the necessary reconnaissances incident to entraining of his troops. He is required to conduct inspections of railway equipment upon detraining of troops; and he issues the certificates and the reports that are required by current Army Regulations. (Par. 15, AR 30-945.)

Train quartermaster.—A commissioned officer, specially detailed by the commanding officer to accompany each train section, when troops are being transported overland by rail. His principal duties are to be the custodian of the transportation requests and bills of lading covering the journey, to execute them when necessary, to check troops aboard and freight cars in his train section, to obtain supplies en route when necessary, to prepare reports upon the completion of the journey, and such other military duties as directed by the train commander. (Par. 16, AR 30-945.)

Transcontinent gateways.—Junctions at which western carriers interchange interterritorial traffic with eastern and southeastern carriers.

Transportation order.—An order authorizing a shipment to an embargoed point (see AR 30-970).

Transportation order number.—The transportation order number is used only in case of shipment under Government bill of lading to a point at which an embargo is declared. The Quartermaster General as traffic manager for the War Department is empowered to declare embargoes when conditions warrant such action. Prior authority to make shipments to embargoed points must be obtained from The Quartermaster General. (Par. 4, AR 30-970.)

Transwest gateways.—Junctions at which northwest and southwest railroads interchange interterritorial traffic.

Trap car.—A car used within terminal limits for assembling or distributing less-than-carload freight to or from one or more private sidings, subject to tariff minimum weight. Also called ferry car.

Utility railways.—Railway facilities, standard gage or otherwise, at posts, camps, construction projects, and other establishments not in the theater of operations. Utility railways are either terminal facilities or parts of specific projects, constructed and operated as such. In general, their construction is incident to the project to which they pertain and cannot be separated therefrom. Their control for operation and maintenance is under the local commander of the post, camp, or construction project. (Par. 2, AR 100-50.)

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Vehicle.—Any means or instrumentality of carriers, including cars, automobiles, trucks, buses, tractor-trailers, ships, tows, and airplanes; particularly, motor vehicles.

Water common carrier.—Carrier by water for the general public; usually a licensed carrier operating definite schedules over regular routes.

Water contract carrier.—Carrier which procures cargo on individual contract basis rather than on the basis of published rates and fixed schedules and routes.

Water private carrier.—Carrier who has no regular schedules, routes, or services and which handles cargo or passengers of its own or of affiliated companies.

Waybill.—A form covering and usually accompanying a shipment of freight showing the forwarding and receiving stations, the names and addresses of consignor and consignee, the car initials and number, the routing, the description and weight of the commodity, instructions for special services, the freight rate, total charges, advances for previous services, and any amount prepaid.

Yard.—A connected, localized system of tracks on which railroad equipment is switched, serviced, or stored. Sometimes used in connection with motor vehicles.

Yard service.—Movement, detention, or servicing of cars within a terminal area.

Yard switching.—Switching service performed by yard locomotives in yards where regular switching service is maintained, including terminal switching and transfer service in connection with the transportation of passengers and freight.

Yard track.—Track, within the limits of a yard, used exclusively to effect switching service, provide storage of cars, and serve other terminal purposes. Track extending through the yard, used as part of the main track, although used incidentally for switching movements, is not classed as yard track.

APPENDIX III

REFERENCES

	Paragraph
Military-----	1
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1. Military.—The following publications should be obtained from the proper sources, on requisition, upon commencement of operations:

a. Published and distributed by The Adjutant General.—(1) Army Regulations Nos.—

1-5 Index.

1-10 List of Current Pamphlets and Changes; Distribution.
(This list is reissued on or about the first of January and indicates all changes to Army Regulations which are in effect at that time. It is invaluable to a transportation officer who is “posting” the changes to Army Regulations affecting rail transportation.)

1-15 General Provisions.

(This pamphlet discusses the force and effect of Army Regulations and describes the contents and arrangement thereof.)

30-905 Transportation by Commercial Means; General.

30-910 Transportation Requests.

30-920 Transportation of Individuals.

30-925 Sleeping-Car and Similar Accommodations.

30-930 Transportation of Troops; General.

30-935 Transportation of Troops; Railway Equipment.

30-940 Transportation of Troops; Preparation and Listing of Property for Shipment.

30-945 Transportation of Troops; Entraining, Duties En Route, and Detraining.

30-950 Bills of Lading.

30-955 Transportation of Supplies.

30-960 Transportation of Authorized Baggage.

30-965 Transportation of Animals.

30-970 Embargoes.

30-975 Demurrage and Storage.

340-15 Correspondence; How Conducted.

(2) Military Laws of the United States, current edition.

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(3) Digest of Opinions of The Judge Advocate General of the Army. (This need not be obtained for the transportation office, provided these opinions are available at the station.)

(4) War Department Circulars of current and past calendar years.

(5) Index to General Orders, Bulletins, and Numbered Circulars, current edition.

(6) Any other publications furnished by The Adjutant General which in the opinion of the transportation officer are necessary for the prompt and proper performance of the duties to which he is assigned, such as TM 9-1900 (now published as TR 1370-A), which deals with the principles of packing and shipping of ammunition, or others specifically referred to herein in the discussion of the transportation of particular classes of supplies or animals.

b. Published by the Bureau of the Budget.—Standardized Government Travel Regulations. (This publication pertains to travel of civilians who are officers or employees of the Government.)

c. Compiled and furnished by the Chief of Finance.—(1) Official Mileage Tables of the War Department (with map of land-grant and bond-aided railroads of the United States).

(2) Finance Circular Nos.—

D-1, The War Department Procurement Code.

D-3, The War Department Procurement Code (F. D.).

D-4, The War Department Procurement Code (Q. M. C.).

d. Issued by The Quartermaster General.—(1) O. Q. M. G. Circular Nos.—

2. Routing Circular, Posts and Stations of the Army.

3. Freight Land-Grant Equalization Agreement and Carriers.

5, Land-Grant Percentages.

1-1, Organization.

1-2, Funds.

1-3, Contracts.

1-4, Procurement and Distribution of Supplies.

1-5, Storage and Issue of Supplies.

1-6, Requisitions.

1-7, Supplies and Services for N. G., O. R., R. O. T. C.,
C. M. T. C.

1-8, Condemned Property and Waste Material.

1-9, Surplus Property.

1-10, Motor Transportation.

1-11, Rail Transportation.

1-12, Water Transportation.

1-13, Construction.

1-14.

1-15, Regulations Governing Civilian Employees.

1-16, Publications, Correspondence, and Reports.

1-17, Blank Forms.

1-18, Allowances of Expendable Supplies (war planning only).

(2) Joint Military Passenger Agreement, and Joint Military Passenger Equalization Agreement, current edition.

(3) Circular letters, O. Q. M. G., current and past calendar years.

(4) Additional circulars which may be issued in time of war or threatened war.

e. Compiled by General Accounting Office.—Decisions of The Comptroller General of the United States. (The majority of these decisions embrace matters which are not related to rail transportation. As a general rule a complete file of these decisions will be found at every post, camp, and station of the Army, and it will not be necessary for the rail transportation officer to obtain a complete file of them for his office. He should, however, make it a practice to acquaint himself with those decisions which are pertinent to transportation.)

2. Nonmilitary.—*a. Commercial publications furnished or authorized for purchase by The Quartermaster General.*—(1) *The Official Guide of the Railways and Steam Navigation Lines of the United States, Puerto Rico, Canada, Mexico, and Cuba* (published by the National Railway Publication Co., New York).—This publication is issued monthly and is indispensable.

(2) *Consolidated Freight Classification and effective supplements* (published by Consolidated Classification Committee, Chicago).—This publication contains rules, adopted by the carriers who are parties to the publication, which govern the preparation of freight for shipment. The rules contained therein also cover the application of the ratings and other matters pertinent to the shipment of freight. This publication, in addition, contains a list of some 16,000 items usually shipped as freight, together with the ratings (but not *rates*) assigned to them. Certain exceptions to the rules and ratings may be found in so-called “Exceptions to the ----- Classification” in other publications of the carriers.

(3) *Interstate Commerce Commission Regulations for Transportation by Rail of Explosives and Other Dangerous Articles in Freight, Express, and Baggage Services* (including specifications for shipping containers).—Parts I to IV and supplements, on rail; part V (same), on vessels by water; and part VI (same), on public highways by motor truck or other vehicle.

(4) *Bureau of Explosives Pamphlet No. 6.*—Drawings and photographs illustrating methods for loading and staying carload and less-

than-carload shipments of explosives and other dangerous articles (to conform with I. C. C. regulations) (published by the Bureau of Explosives, 30 Vesey St., New York).

(5) *Bureau of Explosives Pamphlet No. 7.*—Explosives and other dangerous articles; general information relating to transportation, risks, fires, and accidents (published by the Bureau of Explosives, 30 Vesey St., New York).

(6) *Railway Equipment Register.*—This publication indicates the initials and numbers of freight cars together with their dimensions. It also contains lists of freight interchange points.

(7) *Bullinger's Postal and Shippers' Guide.*

(8) *U. S. Official Postal Guide.*

(9) *Russell's Official National Motor Coach Guide.*

(10) *National Motor Freight Classification.*

(11) *Rand McNally's Standard Highway Mileage Guide.*

(12) *Rand McNally's Road Atlas.*

(13) *Rand McNally's Commercial Atlas.*

(14) *Dictionary* (unabridged).

(15) *Leonard's Freight, Express, and Parcel Post Guide or similar reference book.*

(16) *Rules Governing the Loading of Commodities in Open Top Cars.*

b. Other publications.—(1) *Railway Express Agency, Inc., Classification.*—This publication may be obtained from the local express agent.

(2) *Express tariffs.*—These may be obtained from or through the local express agent.

(3) *Freight tariffs* (as required).—These may be obtained from the general freight agent of the issuing carrier.

(4) *The Freight Traffic Red Book* (published by the Traffic Publishing Co., Inc., 100 Sixth Ave., New York).—This publication is a reference work on transportation but may be obtained only by specific authorization or purchase from personal funds. (Price, \$10.00.)

(5) *Diversion and reconsignment tariffs.*—These may be obtained from the general freight agent of the railroads involved in the reconsignment and diversion. In the event a transportation officer is called upon to arrange for numerous reconsignments and diversions he should obtain the tariffs containing the carriers' rules and familiarize himself with them.

(6) *National car demurrage rules and charges.*—The local representative of the M. T. S. will arrange to obtain this tariff upon

request. Demurrage rules and charges of the railroads of the United States are practically uniform. Quartermasters will be held responsible for demurrage accruing at their stations (par. 2, AR 30-975).

(7) *Uniform storage rules and charges.*—The local representative of the M. T. S. will arrange to obtain this tariff upon request. Storage rules and charges, however, are not uniform throughout the country. Certain exceptions to the uniform rules may be found at freight stations serving posts, camps, and stations; inquiry should be made concerning them. Quartermasters will be held responsible for storage accruing at their stations (par. 2, AR 30-975).

(8) *Embargo rules.*—These are published by the A. A. R. and copies should be on file. They may be obtained from the local representative of the A. A. R. Railroads, however, are prohibited by law from placing embargoes on Government shipments (AR 30-970, and par. 1, AR 30-955).

(9) *Exceptions to the classification.*—These tariffs may be obtained through the general freight office of the railroad or railroads serving the station.

(10) *Switching tariffs* (local).—These tariffs may be obtained from the general freight agents of the carriers serving the station.

(11) *Passenger tariffs.*—These tariffs may be obtained from the general passenger agents of the railroads interested or involved only upon prior approval by The Quartermaster General.

(12) *Less-than-carload (L. C. L.) forwarding schedules* (in effect from the freight stations serving the post, camp, or station).—These may be obtained from the local freight agents.

(13) *Freight tariff index* (indices).—This publication may be obtained from the general freight agent of the railroad serving the station. The Interstate Commerce Commission requires the railroads to publish and file in this type of publication lists of all tariffs in which they are initial or delivering carriers. It will be found helpful in selecting the tariffs to be used at the post, camp, or station.

(14) *Lists of prohibited articles.*—Where a movement via rail and water or all-water is involved, it is well to consult the water line prior to shipment or obtain this information from its tariff. Many water lines are unable to handle certain types of freight.

c. Miscellaneous publications concerning preparation of freight for shipment.—(1) *Perishable protective tariffs.*—These contain rules governing the handling and protection of perishable freight by the railroads. They may be obtained from J. J. Quinn, Agent, 516 W. Jackson Blvd., Chicago.

(2) U. S. Army Q. M. C. Specification No. 100-1, Baling of Clothing and Equipage.

(3) Federal Specifications—

NN-B-591, Boxes, Wood, Cleated, Fibreboard.

NN-B-601, Boxes, Wood, Cleated, Plywood Construction.

NN-B-621a, Boxes, Wood, Nailed and Lock Corner.

NN-B-631, Boxes, Wood, Wire-Bound.

LLL-B-631a, Boxes, Fiber, Corrugated.

LLL-B-636a, Boxes, Fiber, Solid.

(4) Bureau of Foreign and Domestic Commerce, Domestic Commerce Series Nos.—

3, Paper-Wrapped Packages for Parcel Post and Express Shipment.

10, Packing for Domestic Shipment, Fiber Containers.

11, Packing for Domestic Shipment, Cleated Plywood Boxes.

12, Packing for Domestic Shipment, Wire-Bound Boxes.

13, Packing for Domestic Shipment, Cooperage and Steel Barrels.

14, Packing for Domestic Shipment, Wooden Boxes.

15, Packing for Domestic Shipment, Nailed Wooden Crates.

16, Packing for Domestic Shipment, Baling.

(The contents are informative rather than directive.)

APPENDIX IV

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- Settlement of accounts.
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Embargoes (AR 30-970) :

- Action in case of congestion.
- Information concerning, how published.
- Shipments affected.
- Shipments to embargoed points, authority required.
- Transportation orders.
- Violations to be reported.

Individuals, transportation (AR 30-920) :

- Applicants for enlistment.
- Attendants.
- Baggage (checkable, personal).
- Civilians.

RAIL TRANSPORTATION

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Government-owned motor transportation.

Insane (*see* Sleeping-car and similar accommodations).

Local transportation.

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Recruits.

Reimbursement.

Remains.

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W. D., Q. M. C. Form No. 207 (Certificate for Passenger Travel).

Witnesses.

Railway equipment; transportation of troops (AR 30-935) :

Capacities of cars.

Dimensions of cars.

Ordering cars.

Passenger equipment available on short notice.

Trackage requirements.

Types of cars suitable for various purposes.

Sleeping-car and similar accommodations (AR 30-925) :

Accommodations authorized.

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Procedure in obtaining accommodations.

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Supplies; transportation (AR 30-955) :

Assembling of carload lots.

Authority for shipment.

Damage in transit.

Supplies; transportation—Continued.

- Diversion.
- Embargoes.
- Explosives.
- Express shipments.
- Government expense.
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- Insurance (cross reference).
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- Overage.
- Perishables (see TM 10-250).
- Precedence for military traffic.
- Reconsignment.
- Responsibility for supplies turned over to quartermasters for shipment.
- Shipping tickets.
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- Tanks.
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- Vehicles (other).

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- Canadian routes.
- Class of passenger transportation to be furnished.
- Control of military transportation.
- Definition of term "commercial transportation."
- Drayage.
- Duties of quartermasters.
- Estimates of transportation costs.
- Forwarding companies.
- Government owned railway equipment.
- Hauling.
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- Mexican routes.
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- Pick-up and delivery services.
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- Routing file.
- Routing, general instructions.
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RAIL TRANSPORTATION

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Troops, transportation; entraining, duties en route, and detraining
(AR 30-945) :

Bills of lading.

Checking.

Commanding officers of train sections.

Commanding officers of troops.

Description of impedimenta and supplies on bills of lading.

Detraining.

Entraining officers.

Inspection of cars.

Lists of make-ups of train sections.

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Memorandum concerning the movement of troops (W. D.,
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Quartermaster's duties in connection with railway equipment.

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Train quartermasters.

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Trains.

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Vehicles (methods of loading and unloading).

Troops, transportation; general (AR 30-930) :

Arrangements (how and by whom made).

Carriers' facilities.

Changes en route, notification required.

Troops, transportation; general—Continued.

Commercial vessels.

Data to be kept by quartermasters.

Delay in furnishing equipment.

Estimate of requirements.

Meals and supplies obtained en route.

Methods.

Notice to be given quartermasters.

Orders for movements.

Quartermaster Corps functions.

Space required.

Time at which equipment should be furnished.

Troops, transportation; preparation and listing of property for shipment (AR 30-940) :

Checkable personal baggage.

Explosives and inflammables.

Heavy baggage.

Impedimenta.

Knocking-down of animal-drawn vehicles.

Packing.

Shipping tickets.

Supplies.

APPENDIX V

FORMS REQUIRED

	Paragraph
Requisition	1
Standard forms	2
Quartermaster Corps forms	3
Commercial forms	4

1. **Requisition.**—See Circular No. 1-17, O. Q. M. G., for method of submitting requisitions for forms.

2. **Standard forms.**—*a.* Standard Form No.—

- | | | |
|--------|---|---|
| 1028 | } | Transportation Requests, include cover, tabulation sheet, original requests, and memorandum copies. Furnished in books of 25 and 100 requests each by the Commanding Officer, Washington Q. M. Depot, Washington, D. C. |
| 1029 | | |
| 1030 | | |
| 1031 | | |
| 1058, | Government Bill of Lading, Original (white). | |
| 1058a, | Government Bill of Lading, Memorandum Copy (yellow) (ratio of 5 to 1). | |
| 1059, | Government Bill of Lading, Shipping Order (salmon). | |
| 1060, | Temporary Receipt (consignee) (white). | |
| 1061, | Certificate in Lieu of Lost Bill of Lading (white). | |
| 1062, | Extra or continuation sheet for Standard Forms Nos. 1058, 1060, and 1061 (white). | |
| 1062a, | Extra or continuation sheet for Standard Form No. 1058a (yellow). | |
| 1062b, | Extra or continuation sheet for Standard Form No. 1059 (salmon). | |

Standard Forms Nos. 1058 to 1062b, both inclusive, are issued in blocks of 100 each by the Commanding Officer, Washington Q. M. Depot, Washington, D. C.

b. The volume of freight and passenger traffic will be so uncertain at any post, camp, or station in an emergency that it will be better to err on the safe side in submitting requisitions for bills of lading and transportation requests, and be certain to have sufficient in order that urgent matters may not be delayed for lack of the proper forms. This advice holds good in connection with all blank forms and is not confined to bills of lading and transportation requests.

c. A minimum of about three weeks' supply of transportation requests and bills of lading should be kept on hand at all times. In an

emergency or when due to unexpected demands the supply of either is running low, a telegraphic requisition may be sent to the Commanding Officer, Washington Q. M. Depot, Washington, D. C.

3. Quartermaster Corps forms.—W. D., Q. M. C. Form No.—

197, Certificate for Transportation of Authorized Private Mounts.

200, Report of Transportation Requests and Bills of Lading.

201, Report of Government Tank Cars Received and Forwarded.

202, Quarterly Detention Report of Loaded Government Owned Tank Cars.

203, Quarterly Report of Rail Transportation.

204, Express Transportation Order (not for field use).

205, Express Transportation Order (copy sheet) (not for field use).

206, Application for Express Transportation Order.

207, Transportation Certificate for Passenger Travel.

208, Car Record Book (book form).

209, Request for Routing.

210, Report of Shipments.

214, Acknowledgment of Receipt of Property Shipped.

215, Descriptive List of Authorized Baggage Shipped by Commercial Van Carrier (use limited).

217, Memorandum Concerning the Movement of Troops.

219, Certificate of Personal Property Shipped.

432, Shipping Ticket (depots) (heavy and tissue).

433, Shipping Ticket (extra sheet) (depots) (heavy and tissue).

434, Shipping Ticket (posts, camps, and stations).

435, Shipping Ticket (extra sheet) (posts, camps, and stations).

445, Over, Short, and Damaged Report (OS&D) (not to be confused with carriers' form).

489, Tally Sheet, Incoming.

490, Tally Sheet, Outgoing.

Destination Release (for mobilization only).

Interterritorial Committee Form No. 2, Statement of Transportation Requests Issued (insert this at bottom of Q. M. C. forms).

4. Commercial forms.—These may be obtained from local freight agents.

Uniform Straight Bill of Lading, Original.

Uniform Straight Bill of Lading, Shipping Order.

Uniform Straight Bill of Lading, Memorandum Copy.

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[A. G. 062.11 (7-17-40).]

BY ORDER OF THE SECRETARY OF WAR:

G. C. MARSHALL,
Chief of Staff.

OFFICIAL:

E. S. ADAMS,
Major General,
The Adjutant General.

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